

Volunteer Application- NEPA Youth Shelter After School Program



Contact Information

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
Cell Phone	
E-Mail Address	
What is your preferred method of communication?	
Preferred Pronouns	

Availability

During which hours are you available for volunteer assignments? Hours of Operation are M-F, 2:30pm - 9pm (or when last teen leaves before 9pm)

Monday _____ Thursday _____
 Tuesday _____ Friday _____
 Wednesday _____

Interests

Tell us in which areas you are interested in volunteering (not limited to):

- Administration- check in table, supervise recreation room
- Events- competitions, game night, movie night, story slam, open mic
- Academic help- tutor, monitor homework room
- Fundraising- assist at external events with setup, runner, take down
- Supplies- put away supplies in designated areas, take inventory, put in orders
- Career Planning- book guest speakers, post available jobs, maintain room
- Kitchen help- set out snack in the afternoon, put out dinner, clean up kitchen after both
- Nap Room monitor- keep watch if clients are sleeping rooms for safety
- Laundry Monitor- show clients how to do laundry and help keep laundry moving so everyone has a turn
- Housekeeping- dust, vacuum, take out garbage every two days
- Teach a class or skill (how often? _____)

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

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Previous Volunteer Experience

Summarize your previous volunteer experience.

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Person to Notify in Case of Emergency

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
Cell Phone	
E-Mail Address	
Preferred Method of Contact?	

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	
Signature	
Date	

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, gender identity or expression, age, or disability.

Clearances

In order to work or volunteer with children, you are required to obtain clearances which include the following:

- Pennsylvania Child Abuse History Clearance;
- Pennsylvania State Police Criminal Record Check; and
- Federal Bureau of Investigation Criminal Background Check (fingerprinting)

Information regarding the Pennsylvania Child Abuse History Clearance is contained below, as well as a link to additional information regarding the Pennsylvania State Police Criminal Record Check and the Federal Bureau of Investigation Criminal Background Check. There is a fee associated with obtaining the FBI clearances. You are responsible for paying your fee.

Submitting an application online allows individual applicants to receive their results through an automated system that will notify the applicant once their results have been processed. Applicants will be able to view and print their results online.

For more information about the electronic submission of child abuse clearances or for information on obtaining the Pennsylvania State Police Criminal Record Check, please go to <http://www.dhs.pa.gov/publications/findaform/childabusehistoryclearanceforms/index.htm> and follow the links.

FBI fingerprint check: <http://keepkidssafe.pa.gov/>. The service code is required, please use 1KG6ZJ (case sensitive).

Internship Opportunity

If you are a student at a local university or college, this nonprofit may be able to provide an internship opportunity for you. Please contact us to discuss your academic requirements for the internship. nepayouthshelter@gmail.com

You are also required to attend an orientation before you can begin volunteering. Arrangements will be made when you turn in your application.

Thank you for completing this application form and for your interest in volunteering with us.