



# Volunteer Application

Contact Information			
Name:			
Street Address:			
Mailing Address:			
City/State/Zip:			
Home Phone:		Cell Phone:	
Work Phone:			
E-Mail Address:			
Are you 18 years of age or older?			

Education/Certifications	
Last year of school completed	
High School Diploma/GED	YES NO
Secondary Training	
College Degree/Major	
Prior Civic/Volunteer Activities:	

Employment	
Current Employer:	
Type of business:	
Your Job Title:	
General Duties:	
Supervisor's Name :	Phone Number:

References – List two (Personal or Professional)	
Name:	Phone Number:
Name:	Phone Number:

### Special Skills, training, or knowledge

Do you have any special skills, training or knowledge that you feel would be beneficial to the City?


### Hobbies, Interest, and Language

Please list any hobbies or special interests that would enhance your ability to perform the volunteer work you are interested in?

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Do you fluently speak a language other than English? Write?

### Disclosure

Have you ever been convicted of a crime? \*A "YES" answer will not automatically disqualify you from volunteering. We will consider the nature and date of offense and the volunteer position(s) for which you are applying, for volunteer-related purposes only, and only to the extent permitted by applicable law. \*If you answered, "YES", please explain, including date(s) of your conviction(s).


### Availability

What days are you available to volunteer?

Monday    Tuesday    Wednesday    Thursday    Friday    Saturday    Sunday

What time of day?   Mornings \_\_\_\_\_   Afternoons \_\_\_\_\_   Evenings \_\_\_\_\_

ACEAC Event Volunteers    Other  \_\_\_\_\_

### Agreement and Signature

I understand that I may be required to verify any and all information given on this application.

I certify that all the information provided in this application is true and accurate and I have not withheld any information relative to my application. I understand that any misrepresentation or omission, as well as any misleading statements or omissions of application information, attachments or supporting documents may result in denial of volunteering, or immediate termination of a volunteer assignment.

I understand that an in-depth background check may be conducted prior to volunteering with the City of Fairview. This may include, but is not limited to, a Criminal History check, a DMV check, education and certification verification, and contact with employers and references in order to determine suitability for volunteering.

I authorize representatives of the City of Fairview to contact the employers and references listed in this

application (or otherwise provided by me), except as otherwise indicated, and any other person as developed through these contacts in order to determine my suitability for volunteering. I understand that as the process progresses I may be required to provide additional information in order that a thorough background check can be completed. I understand and agree that, if assigned to a volunteer position, my volunteer relationship with the City of Fairview will be "at-will," meaning for no definite period and the relationship may be terminated at any time and without prior notice by either party. I understand that this completed application is the property of the City of Fairview and will not be returned. I understand that I must notify the City Recorder of the City of Fairview of any changes in my name, address, or phone number.

Name (printed)	
Signature	
Date	

Applications expire December 31 of the calendar year in which submitted.

### **Our Policy**

It is the policy of the City of Fairview to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, disability or any legally protected class. It is the City of Fairview's practice to request a record from the Oregon Department of Motor Vehicles if the volunteer position requires driving for the City. A criminal background check is required of volunteers who will work with or around children. It is the goal of the City of Fairview to fill volunteer vacancies with the most qualified applicants. Volunteer applicants will be considered on an equal basis for all positions without regard to age, disability, race, color, national origin, religion, sex, sexual orientation, veteran status, military status, association with members of a protected class, marital status, injured worker status, non-supervisory family relationships, or any other protected class or work relationship.

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