



Snoqualmie Valley Shelter Services Volunteer Application

Name _____ Email _____

Home Address _____ Phone _____

Name of Emergency Contact _____ Phone _____

Volunteer Position Sought: _____ How did you hear about SVSS? _____

SKILLS & EXPERIENCE

Special training, skills, hobbies:

Please describe your prior volunteer or relevant work experience, including dates, organization name, and role. Continue on back if necessary.

QUALIFICATIONS

Because we work with vulnerable people, it's important that we know more about your qualifications. Please provide short answers to following questions about the minimum qualifications for this job.

Demonstrated dependability: timely and reliable attendance is a must.

Q: Thinking about your other obligations, will you be able to commit to a regular volunteer schedule? If not, don't worry – we have periodic volunteer work that needs doing, too.

A:

Excellent ability to maintain personal boundaries and confidentiality.

Q: Please describe any instances where you were required to maintain confidential information. Examples could be from personal relationships, employment situations, etc.

A:

Q: What does "personal boundaries" mean to you?

A:

What is your knowledge or experience of homelessness or poverty?

REFERENCES Please list two people who know you well and are not family, and can attest to your character, skills, and dependability. You are responsible for notifying your references that SVSS will be contacting them.

Name	Relationship	Email Address
------	--------------	---------------

Name	Relationship	Email Address
------	--------------	---------------

Before signing I understand the following:

1. This is an application only and not a promise of a volunteer opportunity;
2. I will provide all requested information to the best of my ability throughout the selection process including on this application, in interviews and in training;
3. I understand that only after completing the background check, reference check, driver's record request (if applicable), and orientation will my application be considered for placement;
4. I will answer all questions to the best of my ability and I will not withhold any information that I am concerned would unfavorably affect my application;
5. I understand that information in this application will be verified by SVSS including a background check;
6. I understand that misrepresentations or omissions may be cause for my immediate rejection as a volunteer or my termination with SVSS.

Volunteer Signature	Date
---------------------	------

Parent/Guardian Signature	Date
---------------------------	------

Supplemental Questions for Volunteer Shelter Assistant Applicants

Please complete if you are applying to volunteer in the overnight shelter or day center.

Name: _____

It would be the rare candidate who excelled at all job duties - and that's ok, we work as a team! We hope that volunteering with SVSS will provide you with personal growth and learning opportunities.

In order to assemble the best, well rounded team, we need to know which jobs duties you are most proficient at. For each Essential Job Function listed below, indicate which one Duty you think you will excel at by writing "1" next to the description, then rank the remaining Duties for that Function in descending order.

Function: Provide Direct Client Services

Duties: (Rank 1-5)

- _____ Initiate and maintain appropriate social interactions with clients within the shelter environment, while maintaining professional boundaries.
- _____ Provide information on social/health services; refer clients needing more extensive services to Shelter Manager, when appropriate.
- _____ Assist with the preparation, organization, serving, and cleanup of meals.
- _____ Distribute hygiene products, clothing, and other items to clients.
- _____ Organize and lead leisure activities such as movie or trivia nights for clients.

Function: Assist Staff with Shelter Site Management

Duties: (Rank 1-6)

- _____ Efficiently set up shelter space at beginning of shift with assistance of staff and client volunteers.
- _____ Maintain order and cleanliness of shelter area, including storage areas and adjacent outside areas.
- _____ Perform routine maintenance/cleaning functions and communicate maintenance requests as needed.
- _____ Recruit and supervise client volunteers for regular housekeeping tasks.
- _____ Observe client behaviors in the area immediately surrounding the shelter, and immediately report to staff when necessary to discourage loitering, fighting, use or sale of drugs and alcohol, and other uncivil or illegal behaviors. (Volunteers are never asked to directly managed crisis situations.)

Q: Which of these two sets of duties is most appealing to you? Why? (Providing Direct Client Services vs. Shelter Site Management)

A:

The shelter environment can be fast paced or quiet. Volunteers need to have the ability to be productive with multiple demands and interruptions and conversely also able to see opportunities to "work ahead" or to independently find meaningful tasks, and to initiate interactions with clients.

Q: How do you self-manage competing demands?

A: