



Carbon Valley Help Center
150 Buchanan St.
Firestone, CO 80520

VOLUNTEER APPLICATION/INFORMATION

**VOLUNTEERS FOR ANY CARBON VALLEY HELP CENTER EVENT OR ACTIVITY
MUST BE AT LEAST 16 YEARS OF AGE**

Name: Mr./Mrs./Ms. _____

Address: _____ City, State, Zip: _____

Date of Birth: ____/____/____ Phone: (Home): _____ (Other): _____

Email: _____ Preferred Method of Contact: Phone ____ Email ____

Current Occupation: _____

Availability: _____ Weekdays _____ Weekends _____ Mornings _____ Afternoons

For how long can you make a commitment? ____ 3 months ____ 6 months ____ Other

Current Driver's License / Photo Identification Number (attach copy) _____

What would you like to learn/gain from your volunteer experience? _____

Special Skills/Training – you could share: | _____

Areas of Work/Positions Available

____ Food Recorder

____ Receptionist

____ Data Entry

____ Food Pantry

____ Maintenance

____ Client Specialist

____ Other _____

In case of an emergency, please contact: _____

Phone number: _____ Relationship: _____

Have you ever been charged with a crime? ____ Yes ____ No If yes, please explain: _____

(A background check is required. Attached to this form is a background consent form to complete.)

Do you have a communicable disease? ____ Yes ____ No If yes, please explain _____

Name, address, email, and phone number of three character references that are not related to you.

1. _____

2. _____

3. _____

Signature of Volunteer

Date

For Office Use

Date of Orientation: ____/____/____ Date of Interview: ____/____/____ Assignment: _____



CARBON VALLEY HELP CENTER CODE OF ETHICS

The mission of the Help Center is
“Helping people in need move toward self-sufficiency.”

It is the intent of the Help Center to serve without regard to race, color, sex, sexual orientation, age, religion, national origin, marital status, military status, political belief, genetic information, mental or physical disability, or any other protected status by applicable state or local law, always keeping in mind that each person must be respected for who she/he is, and that no person is unworthy of our help. We will keep a strict code of confidentiality, thereby insuring that the reputation and self-esteem of the client is preserved to the best of our ability. The staff and volunteers shall be aware of and be sensitive to the cultures of the clients we serve as well as to their diversity.

The Help Center shall adhere to the highest standards of honesty, integrity, and impartiality in all its dealings with the clients, its donors and supporters, and the community at large.

Within the limits of our resources, we will provide the best quality of assistance, both professional and tangible, that we are able to provide. Care shall be taken to exemplify the rules of common decency and caring. The name “Help Center” is not lightly taken.

Due to limited resources, priority will be given to families with children, especially those who are homeless or who are on the verge of being homeless, but our assistance shall not be limited to those families. The help given by the Help Center will *always* be to assist the client or clients toward self-sufficiency while preserving their self-esteem and personhood.

Signature of Volunteer

Date

Print Name of Volunteer



Carbon Valley Help Center (CVHC)
Background Release Form
Volunteer

Last Name: _____ **First Name** _____ **Middle Initial** _____

Street Address: _____ **City & State** _____ **Zip** _____

Phone Number _____ **Email Address** _____

Date of Birth _____ **Driver's License #** _____

****A photo id (driver's license; state id; passport; etc) must accompany each release form**

In connection with this request, I authorize all corporations, companies, former employers, supervisors, credit agencies, educational institutions, law enforcement/criminal justice agencies, city, state, county and federal courts, state motor vehicle bureaus and persons to release information they may have about me to the person or company with which this form has been filed if required, or their agent. I further authorize you to secure an investigative consumer report at any time, and any number of times, before, during and after my employment, if in the company's (or its designees) discretion, it has a legally permissible and legitimate business need for the information requested. I release and hold harmless all parties involved from any and all liability for damages arising from requesting, procuring or furnishing the requested information except with respect to a violation of the Act. I authorize the Carbon Valley Help Center to receive any criminal history information or credit report pertaining to me in the files of any state or local criminal justice agency.

Signature: _____

Date: _____

For Office Use:

Date of Submission: ____/____/____ Date Received: ____/____/____



CARBON VALLEY HELP CENTER

RELEASE AND WAIVER OF LIABILITY

PLEASE READ CAREFULLY! THIS IS A DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS.

This Release and Waiver of Liability executed by

PRINT NAME OF VOLUNTEER

here after referred to as "Volunteer" in favor of the Carbon Valley Help Center a nonprofit corporation, their directors, officers, employees, and agents (collectively, "Carbon Valley Help Center").

The Volunteer desires to work as a volunteer for Carbon Valley Help Center and engage in the activities related to being a volunteer. The Volunteer hereby freely, voluntarily, and without duress executes this Release under the following terms:

Release and Waiver. Volunteer does hereby release and forever discharge and hold harmless Carbon Valley Help Center and its successors and assigns from any and all liability, claims, and demands of whatever kind either in law or in equity, which arise or may hereafter arise from Volunteer's Activities with Carbon Valley Help Center.

Volunteer understands that this Release discharges Carbon Valley Help Center from any liability or claim that the Volunteer may have against Carbon Valley Help Center with respect to any bodily injury, personal injury, illness, death, or property damage that may result from Volunteer's Activities with Carbon Valley Help Center.

Assumption of Risk. Volunteer understands that the Activities may include work that may be hazardous, that can cause serious physical injury or death to the Volunteer and the Volunteer agrees to work with full knowledge of the dangers and potential injuries involved. Volunteer hereby expressly and specifically assumes the risk of injury or harm in performing the Activities of volunteer and releases Carbon Valley Help Center from all liability for injury, illness, death, or property damage resulting from the Activities and/or Volunteer's negligence.

Insurance. Volunteer understands that the Carbon Valley Help Center does not carry or maintain health, medical, or disability insurance coverage for any Volunteer. The Carbon Valley Help Center maintains commercial general liability insurance, which may or may not apply to specific circumstances. Each Volunteer is expected and encouraged to obtain his or her own medical or health insurance coverage.

Photographic Release. Volunteer does hereby grant and convey unto Carbon Valley Help Center all right, title, and interest in any and all photographic images and video or audio recordings made by Carbon Valley Help Center during the Volunteer's Activities.

Signature of Volunteer

Date

Print Name of Volunteer