



VOLUNTEER APPLICATION

(Please Submit a Copy of Your Driver's License)

PERSONAL INFORMATION

First Name: _____
 Last Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 E-mail: _____
 Phone: _____
 Date of Birth: _____ Education Level: _____
 Current Employer: _____
 Social Security #: _____

COMMITMENT

Limited Term Volunteer: Volunteering for the purpose of fulfilling a certain amount of hours mandated by a specific course, organization, or employer. (If court ordered, approval by the Chief Professional Officer will be required.)

Long Term Volunteer: Volunteering over a more consistent, extended period of time.

How many hours per week can you commit?

1 to 2 3 to 5 5 to 10 More than 10

Availability:

Mondays Tuesdays Wednesdays
 Thursdays Fridays Saturdays

Please note: Any volunteer who cannot commit to at least 15 total hours over one semester or one summer will be required to obtain and pay for their own background check.

Volunteer Position Interests (check all that apply)

Administration/Events Teen Programs Sports/ Fitness Music/ Performing Arts
 Education/ Tutoring Arts/Crafts Technology/ Computers Game Room

Preferred Location

Northwest Unit
 SE Rotary Unit
 Woodland Park Unit
 Athletics Program
 Admin/Events

Please state any other information that would be helpful in determining a good volunteer placement for you, including previous volunteer work, ages you most identify with, etc. _____

MENTORING: Mentoring for the Boys & Girls Club entails more responsibility, as a result volunteers seeking to mentor will be required to undergo fingerprinting in addition to the background check required for all volunteers.

One-on-One Mentoring: places one adult in a relationship with one youth. To help foster a successful mentoring relationship, the mentor and mentee should meet very regularly, especially at the beginning of the program, and continue for the duration. There are exceptions-such as in school-based mentoring, which coincides with the school year and other types of special mentoring initiatives.

Group Mentoring: involves one adult mentor forming a relationship with a small group of young people. The mentor assumes the role of leader and makes a commitment to meet regularly with the group over a long period of time. Most interaction is guided by the session structure, which includes time for personal sharing. The program might specify certain activities that the group must participate in, or in some cases the mentor may choose or design appropriate activities. Some group mentoring activities may be intended as teaching exercises, while others may simply be for fun.

Peer Mentoring: provides an opportunity for a caring youth to develop a guiding, teaching relationship with a younger person. Usually the mentoring program specifies activities that are curriculum based. For example, a high school student might tutor an elementary school student in reading or engage in other skill building activities on site. These youth mentors serve as positive role models. They require ongoing support and close supervision. Usually in a peer mentoring relationship, the mentor and the mentee meet frequently over the course of a semester or an entire school year.

OTHER

Special skills/experience: _____
 Boys & Girls Club alumni/staff/or former volunteer? Yes No
 If yes, where: _____
 Admin. Fee Payment: Cash Check Credit
 Card #: _____
 Exp: _____ CVV: _____ Zip Code: _____

REFERENCES

Name: _____
 Phone Number: _____
 Name: _____
 Phone Number: _____

VOLUNTEER CODE OF ETHICS

- Volunteers will never leave a child unsupervised.
- Under no circumstance will a member be allowed in a volunteer's vehicle.
- Volunteers will not abuse children including
 - Physical Abuse- strike, spank, shake, slap
 - Verbal Abuse- humiliate, degrade, threaten
 - Sexual Abuse- including inappropriate touching
- Using, possessing or being under the influence of alcohol or illegal drugs during the hours of operate is not allowed.
- Smoking or use of tobacco products in the presence of children or parents during working hours is prohibited.
- Volunteers must appear clean, neat, and appropriately attired.
- Volunteers will treat children of all races, religions and cultures with respect and consideration.
- Volunteers will use positive techniques of guidance, including redirection, anticipation of and elimination of potential problems, positive reinforcement and encouragement rather than competition, comparison, or criticism.
- Volunteers will refrain from intimate displays of affection toward others in the presence of children, parents and staff.
- Volunteers will not use profanity in the presence of children or parents.
- Volunteers will abstain from humiliating or frightening discipline techniques.
- Monetary and expensive gifts to members are prohibited.
- While the Boys & Girls Club of Alachua County does not discriminate against an individual's lifestyle, we will require that in the performance of their job they will abide by the standards of conduct set forth by the Boys & Girls Club.
- Volunteers must be free of physical and psychological conditions that might adversely affect children's health including significant fever or contagious conditions. Volunteers will portray a positive role model for youth, including but not limited to: maintain an attitude of respect, loyalty, patience, courtesy, tact and maturity.
- Fraternalizing (socializing or associating) with program participants who are under the age of 18 outside of the Boys & Girls Club activities is forbidden (such as babysitting, dating, etc). Any exception to this policy requires written approval by the Chief Professional Officer or designee.

I authorize the Boys & Girls Club of Alachua County to investigate all statements in this application. I also authorize Boys & Girls Club of Alachua County to conduct a background check to include a criminal record check (if I am 18 or older) and reference check. I agree to uphold the highest of moral standards and to be a good example at all times and contribute to the positive development of Club members physically, personally, and socially. If I accept this position, I agree to uphold all of the Club rules and responsibilities as directed by the Boys & Girls Club of Alachua County. I hereby acknowledge that I have read and understood the preceding statement. I further understand that this application in no way binds me to the organization, and my volunteer position may be terminated at my own discretion or the discretion of the Boys & Girls Club at any time.

I have read and understand the Code of Ethics, and further understand that any violation of the Code of Ethics may result in termination of my services at the Boys & Girls Club of Alachua County.

NOTE: 1) Please Include a Copy of your Driver's License & Social Security Card with this Application .

2) The \$25.00 administrative fee covers cost of background screen and volunteer t-shirt. Please include payment with application. Checks made payable to Boys & Girls Club of Alachua County.

Volunteer's Signature _____ Date _____

OFFICE USE ONLY

Orientation Date: _____ **Given by:** _____ **Background passed date:** _____

Driver's License Received: _____ **SSN Received:** _____ **Payment Received:** _____