



# Volunteer Application

## PERSONAL INFORMATION

DATE: \_\_\_/\_\_\_/\_\_\_\_\_

NAME: \_\_\_\_\_  
Last First Middle Nickname (if applicable)

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ CELL PHONE: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

WORK PHONE (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ EMAIL: \_\_\_\_\_

I PREFER TO BE CONTACTED VIA:  Home phone  Cell phone  Work phone  Email

BIRTH DATE: \_\_\_/\_\_\_/\_\_\_\_\_

## EDUCATION AND WORK

EDUCATION COMPLETED:  High School  2 years college  4 years college  Masters +

ADDITIONAL EDUCATION INFORMATION: \_\_\_\_\_

EMPLOYMENT STATUS:  Employed  Retired  In school  Other: \_\_\_\_\_

CURRENT OR MOST RECENT OCCUPATION: \_\_\_\_\_

CURRENT OR MOST RECENT WORK PLACE: \_\_\_\_\_

CURRENT WORK PLACE ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PREVIOUS OCCUPATIONS AND WORK PLACES: \_\_\_\_\_

\_\_\_\_\_

COMMUNITY INVOLVEMENT

LIST COMMUNITY, PROFESSIONAL, RELIGIOUS, CIVIC, ETC. INVOLVEMENT: \_\_\_\_\_

LIST CURRENT VOLUNTEER POSITIONS: \_\_\_\_\_

LIST PREVIOUS VOLUNTEER POSITIONS: \_\_\_\_\_

INTERESTS AND SKILLS

LIST HOBBIES: \_\_\_\_\_

LIST INTERESTS: \_\_\_\_\_

PLEASE INDICATE SKILLS THAT YOU POSSESS:

Public Relations  Public Speaking  Marketing  Advocacy  Sales  Fundraising

Electrical circuits/Wiring  HAM radio knowledge  Research  Data Entry

Database  Bilingual: \_\_\_\_\_  Other: \_\_\_\_\_

PREFERENCES AND AVAILABILITY

PLEASE INDICATE ALL DAYS YOU ARE TYPICALLY AVAILABLE TO VOLUNTEER:

DAY	A.M.	P.M.
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Comments regarding availability: \_\_\_\_\_

Reader - Live  Reader - Recorded  Clerical  Listener Outreach  Business Outreach

Community Outreach  Special Events Committee  Technical  Graphic Design

Newspaper Producer  Speaker's Bureau  Fundraiser/Solicitor

ARE YOU INTERESTED IN VOLUNTEERING AT THE SOIREE OR AT BEEPBALL?  SOIREE  BEEPBALL

REFERRALS

HOW DID YOU HEAR ABOUT MINDSEYE?

Newspaper  Event  Church  Media  Presentation  211  MindsEye website

MindsEye volunteer/ listener: \_\_\_\_\_  Other: \_\_\_\_\_

STATEMENT OF UNDERSTANDING

*This is an application for a volunteer position with MindsEye for which there is no monetary compensation. In the selection of volunteers, there shall be no discrimination against an otherwise qualified individual on the basis of race, gender, religion, disability, sexual orientation, age or any other basis prohibited by federal, state or local law.*

*I understand that any misrepresentation, omission or falsification of any part of this application or during the interview process may be cause for rejection of this application or dismissal from volunteer service.*

*I understand that all volunteer positions require a background check for individuals over the age of 18 and that my application may be rejected based on the results of the background check.*

*I understand that I am required to complete New Volunteer Orientation within one year of my anniversary date. Failure to complete this orientation may result in dismissal from the volunteer program.*

*I understand that, once accepted as a volunteer, I am a representative of MindsEye and will always do my best to represent the organization in an honest, positive manner.*

*I agree to perform my volunteer assignment(s) to the best of my ability. I will ask for assistance if I need help performing any volunteer tasks assigned to me. I understand that MindsEye is dependent on volunteers to complete their assignments in a timely and professional manner and that my regular attendance and punctuality are required, as well as important to my success.*

*I agree to read the Volunteer Handbook and adhere to the policies and procedures outlined in the handbook. I understand that failure to adhere to policies and procedures outlined in the Volunteer Handbook may result in dismissal from the volunteer program.*

*I agree that this contract can be severed at any time by me or a member of the MindsEye staff.*

**VOLUNTEER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**STAFF SUPERVISOR SIGNATURE:** \_\_\_\_\_

BRING COMPLETED APPLICATION TO VOLUNTEER INTERVIEW OR RETURN TO:

MindsEye  
Attn: Volunteer Program  
9541 Church Circle Drive  
Belleville, IL 62223

For office use only:  
Received: \_\_\_\_\_  
Entered: \_\_\_\_\_ By: \_\_\_\_\_  
Inactive date: \_\_\_\_\_