

**VOLUNTEER APPLICATION**

Thank you for your interest in our organization! Chapel House is always looking for volunteers. Volunteers typically work a 4-hour shift in the afternoon or evening or anytime during the weekend. You decide how often you would like to help—once a week, once a month, or whatever is comfortable for you. Please complete the application and you can drop it off at our 36 Franklin Street location or email to Michael Slomski - [mslomski@chapelhouseshelter.org](mailto:mslomski@chapelhouseshelter.org).

Typical duties may include the following but are not limited to:

* Work as a team member with other staff and volunteers to maintain a safe, calm and supportive environment for the residents
* Perform duties including resident intake process, answering the phone, answering the door, assisting residents with basic needs, and other duties as assigned
* Enforce shelter policies and boundaries in a consistent manner
* Complete all required shift paperwork and exchange pertinent information with other staff members verbally and in the written communication log
* Help clean and organize offices, bedrooms, community and supply rooms
* If you like to cook, you may sign up for a meal shift and help prepare and serve dinner, as well as perform other kitchen duties

**APPLICANT INFORMATION**

All information submitted will be kept private and confidential

Date of Application \_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- |
| NAME: D.O.B. / / |
| STREET ADDRESS: |
| CITY, STATE, ZIP CODE: |
| HOME PHONE: ( ) |
| CELL PHONE: ( ) |
| WORK PHONE: ( ) |
| E-MAIL: |

Special professional training, interests and hobbies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Person to notify in case of emergency: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (\_\_\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Community affiliations (clubs, service organizations, etc.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Previous volunteer experience: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you ever been convicted of a crime or plead guilty to a crime? Y/N

If you answered yes, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Do you currently have any pending criminal charges against you? Y/N

If you answered yes, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Do you have any medical conditions that we should be aware of? Y/N

If you answered yes, please explain:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**AVAILABILITY**

During which days and hours are you able to volunteer?

Weekday Mornings \_\_\_\_\_\_\_ Weekend Mornings \_\_\_\_\_\_\_

Weekday Afternoons \_\_\_\_\_\_\_ Weekend Afternoons \_\_\_\_\_\_\_

Weekday Evenings \_\_\_\_\_\_\_ Weekend Evenings \_\_\_\_\_\_\_

**AREAS OF INTEREST**

Please briefly tell us why you would like to volunteer and what would you like help with during your volunteer time?

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I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ attest that the information that I provided to be true and accurate to the best of my knowledge.

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_