



CITY OF REDDING
Volunteer Application

CITY OF REDDING
VOLUNTEER SERVICES PROGRAM
777 CYPRESS AVENUE
P.O. BOX 496071, REDDING, CA 96049-6071
(530) 225-4524

Name

E-Mail Address

Address

Home Phone

Cell Phone

City/State/Zip

Parental Signature (if you are under 18)

May we perform a criminal records check if it is a requirement of the volunteer position you accept? Yes No

Where did you hear about the City of Redding Volunteer Services Program?

Present or previous volunteer experience:

Why do you want to do volunteer work? (For example: new or improved skills, meet new people, school credit, career exploration, etc.)

Describe any limitations you may have performing your volunteer assignment (i.e. heavy lifting)

EDUCATION *(Please circle last year completed)*

High School 1 2 3 4 College 1 2 3 4 Graduate School, degree in _____

EMPLOYMENT

Name (Company or School)

Address

Job title or school year

Length of commitment? up to 3 months 3 months or more

TIME AVAILABLE FOR VOLUNTEER WORK

_____ HOURS per day (please circle preference): M T W TH F S S

_____ TIME per week/month (please circle one):
 Regular schedule, or Mornings
 On-call only Afternoon
 Evenings

INTERESTS

In general, to which types of volunteer projects do you wish to be assigned? *(Please check as many as apply)*

- Short-term projects Regular weekly assignments
- On-call assignments Weekends/Nights

In which of the following general areas would you prefer to spend your time? *(Please check as many as apply)*

- Office work Working with children Seasonal special events
- Museum/Cultural Public safety programs Parks projects/gardening
- Recreation/Sports Computer technology
- Other _____

(Please specify)

SKILLS BANK

In order for us to list your special talents in our Volunteer Division and notify you when appropriate projects arise, please complete the following: *(You are not obligated to accept such assignments if you are called.)*

Please complete ONLY those areas you want to work in, and indicate the LEVEL of your skill as follows:

- 1 = **INTERESTED**, no special training or experience.
- 2 = **KNOWLEDGEABLE**, some education, training or experience.
- 3 = **EXPERIENCED**, have done it many times.
- 4 = **PROFICIENT**, could teach it to others if called upon to do so.

_____ Mass mailings _____ Inventory _____ Survey-taking
_____ Typing _____ Research _____ Marketing
_____ Filing _____ Paper Shredding _____ Manuals, Articles, Newsletters
_____ Photocopying _____ Recruiting _____ Bilingual translator
_____ Telephoning _____ Bookkeeping _____ Computers
_____ Data Entry _____ Recreation _____ Photography
_____ Reception _____ Graphic Arts
_____ Other (please be specific) _____

Special training/interests/licenses/hobbies _____

Fluent foreign language _____ Speak Write Read

Area of expertise _____

REFERENCES

Name _____ Name _____
Address _____ Address _____
Phone _____ Phone _____
Name _____ Name _____
Address _____ Address _____
Phone _____ Phone _____

Applicant Signature _____

Date _____

