

# SPECTRUM

## Volunteer Application Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone (home): \_\_\_\_\_ (cell): \_\_\_\_\_

Email: \_\_\_\_\_

1. **Volunteer and Work Experience:** \_\_\_\_\_

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2. **Skills and Training:** \_\_\_\_\_

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3. **Hobbies and Interests:** \_\_\_\_\_

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4. **What type of volunteer opportunities are you interested in?**

- Reception                       Governance                       Board Member
- Fund Raising                       Volunteer Coordination                       Special Events
- Website/Online Portal                       Administrative tasks                       Communications & Outreach
- Programming for community space

5. **What day and time of day would you like to volunteer? (optional)**

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Morning							
Afternoon							
Evening							

When would you be available to start? \_\_\_\_\_

How often would you like to volunteer? \_\_\_Weekly \_\_\_Monthly \_\_\_Occasionally

6. How did you hear about becoming a volunteer? \_\_\_\_\_

\_\_\_\_\_

7. Languages: Please indicate the languages you speak, read and write.

Language(s)	Speak	Read	Write
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_____	___	___	___
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_____	___	___	___
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_____	___	___	___
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8. What would you like to gain from this experience?

\_\_\_\_\_

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\_\_\_\_\_

I authorize investigation of statements herein. I hereby certify that the facts set forth in this application are true and complete to the best of my knowledge. Personal information contained on this form, collected pursuant to the Municipal Act, will be used for the management of SPECTRUM.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Applications can be returned to: SPECTRUM

283 Duke St W, Unit 210, Kitchener

## **FOR RECEPTION AND FUNDRAISING VOLUNTEERS**

**Please note: for reception and fundraising volunteer positions, there will be an interview process. Please come prepared to the interview with three (3) references i.e. employer, teacher, last place you volunteered, etc. References will be contacted after your interview. Upon approval a Police Records Check is required. A letter from SPECTRUM will be provided to you to hand in when applying for Police Record Check. Currently Police Records Checks are \$10.00 with the accompanying letter.**

**Applicant's Signature:**

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**Police Check seen and approved:**

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**SPECTRUM Representative Signature:**

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**Date:**

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**(Revised, July 2016)**