



## Volunteer Application

Please Print Legibly

### PERSONAL

Name (First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_

Street Address \_\_\_\_\_ Apt/Unit \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Email \_\_\_\_\_

Why do you want to volunteer?

### EDUCATION/EXPERIENCE

Highest Level of Education \_\_\_\_\_ Area of Study \_\_\_\_\_

Institution \_\_\_\_\_ City/State \_\_\_\_\_

Please attach your resume

If currently employed, would you like us to keep your employer abreast of your volunteer service and achievement?  Yes  No  Does not apply

List special training, skills, hobbies that will be helpful to us in evaluating your qualifications for volunteering

What days and hours are you available to volunteer?

Have you ever been arrested or convicted of a crime? (If yes, please explain the nature of the arrest or crime and the dates) *Conviction of a crime is not an automatic disqualification for volunteer work.*

### PERSONAL/PROFESSIONAL REFERENCES

Please list three people who know you well and can attest to your character, skills and dependability. You may include your current or last employer.

Name/Organization	Relationship	Length	Phone	Email

**Please read the following carefully before signing this application.**

**NON-DISCRIMINATION POLICY:** Urban Ed, Inc. is committed to the principle of equal opportunity in education, employment and volunteering. The organization does not discriminate on the basis of sex, race, color, creed, national origin, age, religion, sexual orientation, gender identity, gender expression, veteran status, or disability in admission to, access to, or treatment in, its programs and activities.

**NOTIFICATION AND AUTHORIZATION TO CONDUCT BACKGROUND INVESTIGATION:**

I understand that I may be subject to a background check, and hereby authorize Urban Ed, Inc. to investigate my background to determine any and all information of concern as to my record, whether same is of record or not, and I release employers and persons named in my application from all liability for any damages in furnishing said information.

Additionally, Urban Ed, Inc. is hereby authorized to make any investigation of my personal history, educational background, military record, motor vehicle records, and criminal records or credit history through an investigative or credit agency or bureau. This authorization, in original or copy form, shall be valid for this and for any future reports and updates that may be required.

I understand that passing the background check is a condition of volunteering. A negative background check can be grounds for rejection of my application, even if an offer has been made to me and I have been accepted as a volunteer. Please complete the following for background check purposes. You may contact Urban Ed directly to furnish this information to complete your application.

**SSN:** \_\_\_\_\_ **DOB:** \_\_\_\_\_  
**DL#:** \_\_\_\_\_

I certify that I have and will provide information throughout the selection process, including on this application for a volunteer position and in interviews with Urban Ed, Inc. that is true, correct and complete to the best of my knowledge.

I certify that I have and will answer all questions to the best of my ability and that I have not and will not withhold any information that would affect my application for a volunteer position.

I understand that information contained on my application will be verified by Urban Ed, Inc. I understand that misrepresentations or omissions may be cause for my immediate rejection as an applicant for a volunteer position with Urban Ed, Inc. or my termination as a volunteer.

I understand that this is an application for and not a commitment or promise of volunteering opportunities.

Signature \_\_\_\_\_ Date \_\_\_\_\_