

# BERRYVILLE COMMUNITY CENTER

601 Dr. Spurlin Circle, Berryville, AR 72616 (870)423.3139

## VOLUNTEER APPLICATION FORM

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Home Phone\_(\_\_\_\_\_) \_\_\_\_\_ Work/Cell Phone \_\_\_\_\_

Driver's License Number \_\_\_\_\_ State \_\_\_\_\_ Birthdate \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Current or most recent positions (paid or volunteer)

Business/Organization \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

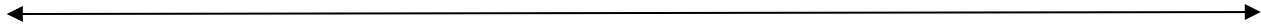
Major responsibilities \_\_\_\_\_

Any volunteer work experiences/interests or hobbies:

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### Personal References: Name and Number

1. \_\_\_\_\_

2. \_\_\_\_\_

Most of our positions are 4-hour shifts per week. However, we will be as flexible as possible to fit your schedule. Please let us know the days and times you prefer.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8 am-12 noon							
12 noon-4pm							
4pm-8pm							

Any additional information you would like us to know about you:

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**ATTENTION! Adults who have been convicted of child sexual or physical abuse should not volunteer services in BCC sponsored activities or programs for children or teens.**

I authorize any references listed or as deemed necessary, any background checks, to give Berryville Community Center any information regarding my character and fitness for a position which could include working with children or teens. I release all such references from liability for any damage that may result from furnishing such evaluations or background checks to the Center.

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

Check one:

\_\_\_\_\_ I DO NOT wish to receive one hour for BCC free pass time for every hour of volunteer service I provide.

\_\_\_\_\_ I DO wish to receive one hour of BCC free pass time for every hour of volunteer service I provide.

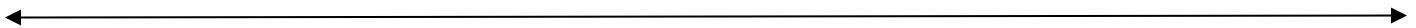
\_\_\_\_\_ I DO wish to donate my free pass time to organizations or individuals in need of this service.

#### **VOLUNTEER DRESS CODE**

Volunteers are allowed to dress as they would on a daily basis, with the following requirements:

- Clothing should be clean, in good repair, and appropriate for the job responsibilities.
- Hair and makeup should be tasteful and well kept.
- Shoes must be worn at all times.
- Pants or jeans are preferred for volunteers. Women may also wear skirts or capris, which must be at least knee length. No sweats please.
- Shirts or other attire with messages or images that are inappropriate or offensive to the general public may not be worn while volunteering. Shirts should have modest necklines. Tank-tops or spaghetti shirts must be covered by another shirt.
- Please wear the BCC nametag provided for you; it allows our members to get to you on a first name basis.

In an effort to maintain a professional work environment, please refrain from using inappropriate conversation, i.e. racial slurs, cursing, etc while in the office area.



**Center use only:** Orientation completed \_\_\_\_\_

Area placed \_\_\_\_\_

Day/Time \_\_\_\_\_

Comments: \_\_\_\_\_