



Individual Volunteer Application

This form is to be completed by individuals seeking to volunteer at A Safe Place, either indirectly or directly. Completed forms can be returned to the Volunteer Specialist.

NOTE: Completion of the Illinois Certified Domestic Violence 40-hour Training is required for any volunteer position that works directly with clients or client records at A Safe Place.

Name: _____
(First) (Middle) (Last)

Address: _____

Phone: _____
Home Work Cell

Email: _____ Date of Birth: _____

Emergency Contact: _____
Name Relation Phone Number

High School attending/attended: _____

Location: _____ Date Graduated: _____

College attending/attended: _____

Location: _____ Date Graduated: _____

Degree(s) Obtained: _____

Licensure (s) Obtained: _____

Have you ever applied to A Safe Place as a volunteer? _____
Date of last application

1. Have you completed Illinois Certified Domestic Violence 40 Hour Training? (not required for all volunteering opportunities)

Yes

No

2. If no, would you be interested in completing 40 hour training? (40 hour training is required for any direct service with clients, children, or clientele files)

Yes

No

3. How did you hear about A Safe Place?

4. Have you ever had any professional or personal experiences regarding domestic violence? Yes _____ No _____

a. If yes, did you receive services at ASP? _____

b. Please provide the end date of services. _____

5. Current occupation: _____

6. Employer: _____

7. Personal or professional skills: _____

8. ASP volunteering interests (check all that apply):

Direct services (requires 40 hour training)

- ___ Oversee children or children's programs
- ___ Group facilitation
- ___ Legal advocacy
- ___ Emergency shelter assistance
- ___ Answering crisis hotline
- ___ Counseling
- ___ Mentoring
- ___ Other

Indirect services (does not require 40 hour training)

- ___ Financial/accounting
- ___ Grant or other research
- ___ Events
- ___ Clerical/Reception
- ___ Outreach design (flyers, brochures)
- ___ Organizing donations
- ___ Cleaning
- ___ Other

9. General Interests (check all that apply, does not require 40 hr. training):

- ___ Reading
- ___ Working outdoors
- ___ Arts and culture
- ___ Teaching

- ___ Public speaking
- ___ Writing
- ___ Sports _____
- ___ Heavy lifting

Times							
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Notes: _____

15. Do you have access to transportation?

___ Yes ___ No

16. Have you ever been convicted of a crime? Please list conviction(s) and date(s).

It is A Safe Place policy not to consider an applicant's arrest record in employment and volunteer decisions, but a job-related conviction may be considered. Applicants whose position requires contact with clients or their children are automatically barred from employment or volunteering if convicted of an offense that would, under the law, bar the applicant from employment by a licensed child care facility. Convictions of other offenses will be considered on a case by case basis. Every applicant shall, as part of the application process, enumerate all convictions; certify that falsification of the information is ground to deny or withdraw an employment or volunteer position or immediately terminate the employee or volunteer; and authorize the release of criminal conviction information to us. Should the background check disclose conviction for a crime, the applicant will be given a copy of the information. All background check information shall be treated as confidential and maintained in the volunteer's file located in a private office.

I have requested 3 Personal Reference Forms from non- family members

I have completed the Illinois Department of Child and Family Services background check form to be submitted with this application.

When would you be available for an interview? (Please provide days and times)

ALL APPLICANTS, PLEASE SIGN BELOW

By signing below you are authorizing A Safe Place to run a criminal background check.

Signature

Date

Please send completed application to mdittmer@asafeplaceforhelp.org