

Hallie Q. Brown Volunteer Application

The information on this application will be used to better match your skills, abilities, and interests to volunteer opportunities available at HQB. This information will be available only to staff at HQB who request volunteers. If you have any questions regarding the privacy of this information, please contact us at (651) 224-4601.

Position applying for (select as many as apply):

- Early Learning Center Food Shelf Clothing Closet Youth Enrichment
- Special Events Senior Programs Summer Camp Administration

Name: _____

Address: _____ City: _____ State: _____

Phone: _____ E-Mail: _____ Birthday: ____/____/____

Are you currently enrolled in school? Yes No

If yes, please list name of school enrolled in: _____

Are you or any of your family members currently enrolled in any of HQB’s programs, including the Early Learning Center, Youth Enrichment Program, or Food Shelf? Yes No

If yes, please list which program: _____

Do you have a valid driver’s license? Yes No

If yes, do you have any moving violations or accidents in the past three years? Yes No

Do you have regular access to a car? Yes No

If yes, do you have auto insurance for the car? Yes No

Do you have any disabilities, injuries, or medical conditions that could put you or others at risk while working in this position? Yes No

If yes, please explain: _____

Have you ever been convicted of a crime? Yes No

Please provide details of any volunteer history: _____

Do you have any other comments or information to include in consideration of volunteer opportunities?

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Volunteer Terms & Conditions

- I understand that Hallie Q. Brown Community Center, Inc. routinely performs criminal and/or driving record checks of all volunteers. By signing below, I authorize Hallie Q. Brown Community Center, Inc. to conduct checks as deemed appropriate. If I fail to provide my signature, it may be grounds for ineligibility as a volunteer.
- I give Hallie Q. Brown Community Center, Inc. permission to take photos and video of me during volunteer events for use in publications and advertising.
- I agree to inform Hallie Q. Brown Community Center, Inc. of any changes in my driver’s license status, if applicable.
- I release Hallie Q. Brown Community Center, Inc. from all liabilities in the event of injury during my volunteer activities.
- I certify that the information contained in this application is true and complete to the best of my knowledge.

Volunteer Confidentiality Agreement

Volunteers are responsible for maintaining the confidentiality of all proprietary or privileged information to which they are exposed while serving as a volunteer, whether this information involves a single staff, volunteer, client, or other person, or involves overall agency business.

All information gathered concerning a client and/or sensitive information about an agency is to be held confidential and shall not be shared or released to anyone other than administrative and program staff of Hallie Q. Brown Community Center, Inc.

Failure to maintain confidentiality may result in termination of the volunteer’s relationship with the agency or other corrective action. I have read the above information on client confidentiality and understand the importance of keeping client information confidential.

Signature

Date