



## VOLUNTEER APPLICATION

*The Child Advocacy Center of Greater Rochester is an equal opportunity employer and supports workforce diversity. We do not discriminate against any employee, applicant for employment or volunteer because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status.*

***Please return the completed forms to [volunteer@cacgroc.org](mailto:volunteer@cacgroc.org) or mail them to:***

*The Child Advocacy Center of Greater Rochester*

*The Skalny Building*

*One Mount Hope Avenue*

*Rochester, New York 14620*

### PLEASE COMPLETE THE FOLLOWING:

NAME: LAST	FIRST	MIDDLE	DATE:
HOME ADDRESS			ZIP CODE:
CITY / STATE:			DATE OF BIRTH (Month/Date/Year):
EMAIL:			DRIVER'S LICENSE NUMBER/STATE:
PHONE: HOME CELL			DO YOU HAVE RELIABLE TRANSPORTATION?
DAYS AND TIMES AVAILABLE TO VOLUNTEER:			HAVE YOU EVER APPLIED TO BE A VOLUNTEER IN THE PAST?

### REFERENCES:

**References should not be related to you.**

NAME	EMAIL	PHONE	RELATIONSHIP
1.		( )	
2.		( )	
3.		( )	

### WHOM SHOULD WE CONTACT IN AN EMERGENCY?

NAME:	PHONE (Day)	PHONE (Night)
RELATIONSHIP:	( )	( )

**EDUCATION COMPLETED:**

NAME OF HIGH SCHOOL, COLLEGE OR UNIVERSITY ATTENDED	LOCATION (CITY, STATE)	MAJOR	DATE ATTENDED From -- To	DEGREE/CERTIFICATE EARNED

**LIST VOLUNTEER OR PAID JOBS HELD IN THE PAST 5 YEARS, BEGINNING WITH MOST RECENT:  
Attach additional sheets if necessary.**

EMPLOYER NAME	EMPLOYER ADDRESS	DATES EMPLOYED (Month/Year): From:                      To:  FULL-TIME PART-TIME VOLUNTEER
POSITION HELD:		
RESPONSIBILITIES:		
REASON FOR LEAVING		
NAME OF SUPERVISOR	TITLE OF SUPERVISOR	PHONE

EMPLOYER NAME	EMPLOYER ADDRESS	DATES EMPLOYED (Month/Year): From:                      To:  FULL-TIME PART-TIME VOLUNTEER
POSITION HELD:		
RESPONSIBILITIES:		
REASON FOR LEAVING		
NAME OF SUPERVISOR	TITLE OF SUPERVISOR	PHONE

EMPLOYER NAME	EMPLOYER ADDRESS	DATES EMPLOYED (Month/Year): From: _____ To: _____
		FULL-TIME PART-TIME VOLUNTEER
POSITION HELD:		
RESPONSIBILITIES:		
REASON FOR LEAVING		
NAME OF SUPERVISOR	TITLE OF SUPERVISOR	PHONE

**IF YOU ARE A STUDENT, PLEASE ANSWER THE FOLLOWING QUESTIONS:**

SCHOOL:	ADVISOR NAME / DEPARTMENT:
YEARS COMPLETED:	MAJOR/MINOR:
WHEN WILL YOU GRADUATE?	CAREER GOALS?
SCHEDULE:	

**WHICH AREA(S) ARE YOU INTERESTED IN VOLUNTEERING OR INTERNING?**

- RECEPTION / WAITING AREA
- SPECIAL EVENTS / DEVELOPMENT

PROJECTED LENGTH OF COMMITMENT <input type="checkbox"/> 6 MONTHS <input type="checkbox"/> 1 YEAR <input type="checkbox"/> OTHER:
WHAT SKILLS AND RELATED EXPERIENCE DO YOU HAVE THAT WILL ASSIST YOU IN VOLUNTEERING?

**HOW DID YOU LEARN ABOUT THE CHILD ADVOCACY CENTER?**

- PERSONAL REFERRAL     WEBSITE: \_\_\_\_\_     OTHER: \_\_\_\_\_

WHAT ARE YOUR HOBBIES AND INTERESTS?

WHAT IS YOUR FAMILIARITY AND COMFORT LEVEL WITH CHILD ABUSE ISSUES?

WHY DO YOU WISH TO VOLUNTEER?

WHAT ARE YOUR STRENGTHS?

### **CONDITIONS OF AGREEMENT**

- Volunteers are not considered employees of The Child Advocacy Center of Greater Rochester and are not entitled to employment at The Child Advocacy Center at the conclusion of the volunteer assignment.
- Volunteer arrangements do not provide compensation or employee benefits of any kind.
- Volunteers will adhere to the The Child Advocacy Center policies and procedures, as applicable, as set forth in the Volunteer Handbook including the Social Media and Whistleblower Policies, Conflict of Interest, Confidentiality, and Dress Code sections.
- Volunteers must attend NYS Mandated Reporter training within three (3) months of assignment.
- Volunteers are encouraged, but not mandated to attend offered training workshops relating to topics such as child abuse dynamics, diversity, equity & inclusion, and self-wellness.

This document does not serve as an employment contract but rather specifies the goals, intent, and details of the arrangement between the potential Volunteer and The Child Advocacy Center of Greater Rochester.

\_\_\_\_\_  
Volunteer

\_\_\_\_\_  
Date