



VOLUNTEER APPLICATION – SECTION I

Please return this application to Volunteer Coordinator Don M. Franklin at dmfranklin@lighthouse-sf.org or 214 Van Ness Ave., San Francisco, CA 94102

Date _____

Name _____

Address _____

City _____

Zip Code _____

Preferred Phone Number _____

E-Mail Address _____

(We will add you to the distribution list for volunteer email contact, including our monthly email newsletter, LightHouse News).

Birthdate ____/____/____

Emergency Contact Person _____

Phone _____

Relationship: _____

EMPLOYMENT

Occupation _____

Employer _____

Employment Dates _____

Employed: Full-Time _____ Part-Time _____

Please list the two most recent jobs you have held (excluding present position):

1) Employer: _____

Position: _____

Employment Dates: _____

2) Employer: _____

Position: _____

Employment Dates: _____

EDUCATION

Highest level of education completed:

..... High school

..... Some college

..... Bachelor's degree

..... Graduate degree

..... Professional degree(s): _____

Do you have any professional certifications or credentials that you would like to share?

COMMUNITY INVOLVEMENT

What other volunteer commitments do you have?

Organization(s):

Volunteer role(s):

To what other community groups do you belong (Rotary, other service clubs, etc.):

VOLUNTEER OPPORTUNITIES – SECTION II

Please check your volunteer interests.

-**PERSONAL SERVICES VOLUNTEER (PSV):** One-on-one assistance with reading, errand-running, home organization, exercise, etc. The LightHouse will match volunteers with clients and will provide training for all personal services volunteer prior to assignment. PSVs will be fingerprinted at their own expense and will be asked to comply with a background check.

-**ALTERNATIVE FORMATS PRODUCTION (AUDIO & BRAILLE)**
.....
-**PHOTOGRAPHY/VIDEOGRAPHY**
.....
-**GRAPHIC DESIGN**
.....
-**SPEAKER’S BUREAU**
.....
-**TRANSLATION OF WRITTEN MATERIALS (LANGUAGE: _____)**
.....
-**ON-SITE TRANSLATION (LANGUAGE: _____)**
.....
-**PROGRAM DRIVER (YOUTH/ADULTS):** Program drivers will be fingerprinted at their own expense and will be asked to comply with a background check.
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-**MISCELLANEOUS TRADES:** Electricians, carpenters, window glaziers, contractors, etc.
.....
-**ENCHANTED HILLS CAMP SUMMER COUNSELORS:** Assist at residential camp in Napa Valley with arts and crafts, hiking, swimming, horseback riding, and a variety of special activities. Camp volunteers will be fingerprinted at their own expense and will be asked to comply with a background check.

-**OFFICE/CLERICAL SUPPORT:** Mailings, data entry, phoning/surveying clients and other general office work.

What areas of expertise, special skills and/or talents do you have that could assist the LightHouse in the above or other areas?

REFERENCES – SECTION III

Please list the names and complete addresses of two people (**other than relatives**) who have known you for at least two years:

1) Name _____

Relationship _____

Address _____

City _____

Zip Code _____

Email address _____

2) Name _____

Relationship _____

Address _____

City _____

Zip Code _____

Email address _____

Have you ever been convicted of any criminal offense? Yes _____ No _____

If yes, please explain

VOLUNTEER AGREEMENT

I understand that the Lighthouse will check my references and/or criminal history record as part of their screening process. To the best of my knowledge the above information is correct. I also understand that certain information about me will be discussed with the client(s) with whom I may work.

I agree to maintain strict confidentiality in respecting the privacy rights of all direct and indirect participants with the Lighthouse.

Signature _____

Date _____