



Volunteer Application

CITY OF REDDING
VOLUNTEER SERVICES PROGRAM
777 CYPRESS AVENUE
P.O. BOX 496071, REDDING, CA 96049-6071
Volunteer Coordinator: Christopher Jeffery(530) 225-4406
chjeffery@cityofredding.org

Name

E-Mail Address

City/State

Home Phone

Cell Phone

Parental Signature (if you are under 18)

Parental Signature (if you are under 18)

Where did you hear about the City of Redding Volunteer Services Program?

Please describe your present or previous volunteer experience:

Why do you want to volunteer? (For example: new or improved skills, meet new people, school credit, career exploration, etc.)

Describe any limitations you may have performing your volunteer assignment (i.e. heavy lifting)

EDUCATION *(Please select last year completed)*

High School

College

Graduate School, degree in _____

EMPLOYMENT

Name (Company or School)

Address

Job title or school year

Length of commitment:

up to 3 months

3 months or more

TIME AVAILABLE FOR VOLUNTEER WORK

_____ HOURS per day (please select preference):

_____ TIME per week/month (please select preference):

Regular schedule; or
On-call only

Mornings
Afternoon
Evenings

INTERESTS

In general, which types of volunteer projects do you wish to be assigned? *(Please check as many as apply)*

- Short-term projects Regular weekly assignments
- On-call assignments Weekends/Nights

In which of the following general areas would you prefer to spend your time? *(Please check as many as apply)*

- Office work Working with children Seasonal special events
- Housing Public safety programs Parks projects/gardening
- Recreation/Sports Computer technology Parks projects/gardening
- Building/Planning Other: _____

(Please specify)

SKILLS BANK

In order for us to list your special talents in our Volunteer Division and notify you when appropriate projects arise, please complete the following: *(You are not obligated to accept such assignments if you are called.)*

Please complete ONLY those areas you want to work in, and indicate the LEVEL of your skill as follows:

- 1 = **INTERESTED**, no special training or experience.
- 2 = **KNOWLEDGEABLE**, some education, training or experience.
- 3 = **EXPERIENCED**, have done it many times.
- 4 = **PROFICIENT**, could teach it to others if called upon to do so.

- | | | |
|--|---------------------------|--------------------------------------|
| _____ Bulk mailings | _____ Inventory | _____ Survey-taking |
| _____ Typing | _____ Research | _____ Marketing |
| _____ Filing | _____ Paper Shredding | _____ Manuals, Articles, Newsletters |
| _____ Photocopying | _____ Bookkeeping | _____ Computers/Microsoft Office |
| _____ Data Entry | _____ Recreation | _____ Photography |
| _____ Reception | _____ Graphic Arts/Design | _____ Bilingual translator |
| _____ Other (please be specific) _____ | | |

Special training/interests/licenses/hobbies _____

Fluent foreign language _____ Speak Write Read

Area(s) of expertise _____

REFERENCES

- | | |
|---------------|---------------|
| Name _____ | Name _____ |
| Address _____ | Address _____ |
| Phone _____ | Phone _____ |
| Name _____ | Name _____ |
| Address _____ | Address _____ |
| Phone _____ | Phone _____ |

A criminal records check is a requirement of the Volunteer Program (should you accept a volunteer position with the City).

Applicant Signature _____

Date _____

