



Covenant House Vancouver  
 575 Drake Street  
 Vancouver, BC V6B 4K8  
 Tel: 604-638-GIFT (4438)  
 Fax: 604-685-5324  
 www.covenanthousebc.org

## Volunteer Application Form

Date: \_\_\_\_\_

**Personal Information:** (Mr. Mrs. Ms. Miss. - please circle one)

<b>First Name:</b>	<b>Middle Name:</b>	<b>Last Name:</b>
<b>Street Address:</b>		<b>Preferred Name:</b>
<b>City:</b>		<b>Postal Code:</b>
<b>Home Phone No.</b> ( )	<b>Work Phone No.</b> ( )	<b>Cell No.</b> ( )
<b>Email:</b>		

### Volunteer Interest

**Volunteer Position:** (please check area of interest)

<input type="checkbox"/>	Tutor <b>(on call)</b>	<input type="checkbox"/>	Shelter Assistant	<input type="checkbox"/>	Beauty Night Helper <b>(M)</b>
<input type="checkbox"/>	Food Services Assistant	<input type="checkbox"/>	HR Office Assistant	<input type="checkbox"/>	-Hair Dresser
<input type="checkbox"/>	Donations Sorter	<input type="checkbox"/>	Community Dinner Server	<input type="checkbox"/>	- Nail Designer
<input type="checkbox"/>	CSS Reception Volunteer	<input type="checkbox"/>	Fitness volunteer	<input type="checkbox"/>	- Makeup Designer
<input type="checkbox"/>	Clothing Room Assistant	<input type="checkbox"/>	Hair Dresser	<input type="checkbox"/>	Thank-a-thon Caller <b>(S)</b>
<input type="checkbox"/>	Hot Meal Server	<input type="checkbox"/>	Mail Helper <b>(S)</b>	<input type="checkbox"/>	Backpack Helper <b>(S)</b>
<input type="checkbox"/>	Recreation Assistant	<input type="checkbox"/>	Data Entry Helper	<input type="checkbox"/>	Event Helper <b>(S)</b>
<input type="checkbox"/>	Photo Volunteer	<input type="checkbox"/>	Wake-up Volunteer	<input type="checkbox"/>	

**(M)- Monthly (S)-Seasonal (on-call) - when needed**

**Availability:** (Please tick which days and times you would be available for a regular weekly shift)

Date/Times	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Morning (9-1)</b>							
<b>Afternoon(1-5)</b>							
<b>Evening (5-9)</b>							

**Location:** (Please tick which location you would prefer)

**Pender** (326 West Pender Vancouver BC)       **Drake** (575 Drake street Vancouver BC)

Reasons you would like to become a volunteer at Covenant House Vancouver?

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How did you find out about our volunteer program?

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**History (Volunteer, Employment, Education, Training)**

**Volunteer:** Are you presently a volunteer? Yes  No

If yes, where \_\_\_\_\_ How Long? \_\_\_\_\_

**Employment:**

Are you currently employed Yes  No   
Full Time  Part Time  Casual

Company/Organization: \_\_\_\_\_

**References:**

We require two references (not relatives) that have known you for at least six months. One reference can be a written reference and attached to this application. We will contact the other reference and require their phone number, fax or email address.

1. Name : \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone: (\_\_\_\_) \_\_\_\_\_

Reference Letter Attached

2. Name : \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone: (\_\_\_\_) \_\_\_\_\_

Reference Letter Attached

**Education / Training:**

School Level	Name and Location of School	Course of Study	Completed?	Certificate or Degree received
High School			<input type="checkbox"/> Y <input type="checkbox"/> N	
College/University			<input type="checkbox"/> Y <input type="checkbox"/> N	
Post Graduate			<input type="checkbox"/> Y <input type="checkbox"/> N	
Business/Trade Technical			<input type="checkbox"/> Y <input type="checkbox"/> N	
Other Certificates or Credentials			<input type="checkbox"/> Y <input type="checkbox"/> N	

**Health and Safety:**

Covenant House Vancouver (CHV) is committed to protecting the health and safety of all staff, volunteers, and youth. Our Management team strives to provide safe work environment that is in keeping with industry standards and all provincial regulations. This includes eliminating any potential hazards that could endanger our staff, volunteers, youth or damage personal or agency property in any way. All staff and volunteers have a responsibility to always do their best to reduce the possibility of accidents or injury in the workplace. We take the topic of Health and Safety very seriously and safety is everybody's responsibility.

Although CHV strives to protect its staff, volunteers and youth, there may be times when you can be exposed to potential health and safety hazards due to the nature of the at-risk population. People in these settings can face many hazards such as bed bugs, Infectious diseases, syringe needles, shift work, burnout, verbal threats, violence etc. It is important for you to determine which hazards affect you and what can be done to prevent illness and injuries.

Are you comfortable working in this type of setting?  Y  N

**Emergency Information:**

In case of emergency, contact

Name: \_\_\_\_\_  
Relationship \_\_\_\_\_  
Telephone: Home: (\_\_\_\_) \_\_\_\_\_ Business: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

I certify that the statements made in this volunteer application are true and correct, and have been given voluntarily. I will familiarize myself with policies and procedures as I participate at Covenant House. I also understand that this information may be disclosed to any party with legal and proper interest, and I release the agency from any liability whatsoever for supplying such information. We add the above information to our Covenant House Vancouver data base. If at any time you want to be removed from these lists, please contact us and we will gladly comply.

Covenant House Vancouver is committed to protecting the privacy of personal information entrusted to us. To read of Privacy policy, please see our website at [www.covenanthousebc.org](http://www.covenanthousebc.org).

Date \_\_\_\_\_ Signature \_\_\_\_\_

**Please send complete application with attention to:**

Tobi Newman, Covenant House Vancouver  
575 Drake Street, Vancouver, BC, V6B 4K8  
Fax: 604.685.5324 or by email at [volunteer@covenanthousebc.org](mailto:volunteer@covenanthousebc.org)