



Volunteer Application Form

Personal Information

First, Middle, and Last Name: _____ Birth Date: _____

Mailing Address: _____

Email: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Emergency Contact

1st contact - Full Name: _____ Relationship: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

2nd contact - Full Name: _____ Relationship: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Volunteering:

(Examples of volunteer positions include: cook, kitchen help, server, greeter, setup, home baker of desserts, and cleanup.)

Please describe your special skills and/or interests: _____

Are there any skills or interests you would like to develop? _____

Have you had prior volunteer experience? _____ If yes, describe: _____

If you are acquainted with anyone at Community Meals, please give their name(s). _____

Please let us know if you want to work with a particular team. _____

Availability

Days: Tuesday and/or Thursday

List Hours Available Between 3:00 to 7:30 pm on Tuesdays and Thursdays: _____

If you have access to a computer, please become familiar with our website, www.cmeals.org. The information posted will help you become familiar with our program and you will have access to reporting forms such as those used by home bakers and our newsletters.

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Guidelines for Volunteers at Community Meals

1. Our Community Meals program is about being a community working to alleviate human hunger.
2. Volunteers should feel free to show their friendship and unconditional acceptance of our guests. Please smile, make eye contact, and say hello.
3. Volunteers should refrain from asking guests personal questions. Asking first name is okay. Please wear a name tag while you are on duty.
4. Confidentiality should be maintained at all times. A volunteer should never discuss personal affairs of our guests. Do not discuss your personal issues with others while on duty.
5. Volunteers should direct problems and concerns to a program leader. Do not let yourself become a "sounding board" for general discontent of problems that others are experiencing. Stop gossip before it starts!
6. Be available to listen to problems and be sympathetic. Make referrals **only** if you are knowledgeable about social services in this area.
7. Consistency is very important. If you are scheduled to volunteer, please show up when scheduled and call ahead if you are unable to make it.
8. Please be flexible. You will be asked to help with a variety of tasks and projects.
9. No one is permitted to smoke within 10 feet of our property.

Volunteer Agreement

I have read and discussed the volunteer guidelines with the program leader and clearly understand what is expected of me (in particular regarding confidentiality). I hereby agree to abide by the conditions stated therein.

Signature _____ Date _____