



## Volunteer Application

Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Do you have any illnesses or disabilities that would prevent you from participating or making you uncomfortable with certain assignments?     Yes     No

If yes, please explain: \_\_\_\_\_

Current Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_

Work/Daily Responsibilities: \_\_\_\_\_

Is this for community service? If yes, explain: \_\_\_\_\_  
(Community Service includes probation, school projects, fundraisers, etc)

Have you had any previous experience as a volunteer? If so, with what organizations, and what kind of work did you do?

What do you consider good people skills? How can you provide that to potential sponsors of ARC?

What do you hope to gain from being a volunteer with ARC?

What would you say are your strengths? What are your weaknesses?

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How did you hear about us? What prompted you to volunteer?

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**In the event of an emergency, please notify:**

Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Home Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

**AVAILABLE VOLUNTEER AND INTERNSHIP OPPORTUNITIES:**

**\_\_ Crafter:** Volunteer to donate at least one scarf, hat, sweater, cat/dog bed etc. Sign up to receive free knitting or crochet lessons. Learn the basic skills required to make a project for donation to human rights refugees or animals recovering from abuse.

**\_\_ Knitting or Crochet Teacher:** Offer instructional guidance and assistance to new and seasoned crafters. Help with knit and crochet basics for simple projects (how to cast-on, make stitches, bind off). Some knowledge of yarn, needles, gauge, etc. preferred.

**\_\_ Community Outreach Volunteer:** Post fliers, hand out information, collect donations, make phone calls to donors, and help with newsletter. Must be friendly, patient, and energetic. Sales experience beneficial. Writing and editing skills a plus.

**\_\_ Researcher/Data Analyst:** Work with the director to conduct research projects and data analysis. Most research is conducted using secondary data sources, though some outreach and event attendance may be involved. Minimum B.A. in Sociology, International Relations, International Development, Social Work, Animal Welfare, Women's Studies, or related sciences. Please submit a one-page writing sample.

**\_\_ Special Events Coordinator:** Develop and organize special events, set up equipment, staff tables, and represent ARC. Showcase crafts, collect donations, and answer basic questions. Must be orderly, prepared, and personable. Outstanding personal skills a must. B.A. in Business Development, Public Relations, Events Management, or comparable field. Sales experience a plus.

**\_\_ Fundraising/Financial Manager:** Develop and implement a fundraising strategy to secure revenue for the organization. May serve to direct mail campaigns, write proposals to obtain grants, secure endowments, host fundraising events and cultivate major donors. Organize and track budget. Build relationships with individuals and corporations at networking/social events. B.A. in Business Administration, Finance or Marketing. Strong interpersonal skills, proven revenue generation and minimum 3 years experience.

**\_\_ IT/Web Developer:** Create the look and feel of the ARC website. Present, update, and maintain an exceptional online experience to website visitors. Carry out ideas related to content and images per the organization's specifications. B.A. in Computer Science, Media, Technology or a relevant industry with minimum 3 years experience. Must be outgoing, patient communicator with excellent writing skills.

**\_\_ Administrative:** Volunteers provide support for a variety of tasks as directed by researcher, events coordinator, and financial manager. Tasks may include special events support, donation shipments and tracking, and light office work.

## **Volunteer Consent and Liability Waiver Agreement Full General Release of All Claims**

I, \_\_\_\_\_, as a volunteer for Awareness Respect Compassion (ARC), agree on behalf of myself and our agents, attorneys, legatees, successors, and assigns that we shall fully and generally be deemed to have renounced to, released and discharged ARC and each of its agents, attorneys, employees, officers, directors, successors and assigns from any and all liability, claims, charges, actions, causes of action and defenses of any nature whatsoever that arise as a result of my actions or interactions while performing volunteer functions for ARC. This is a full general release and prevents me, among other things, from making a claim against, suing, attaching the property of or prosecuting ARC and each of its agents, attorneys, employees, officers, directors, successors and assigns for damages for death, personal injury or property damage which I may sustain or cause as a result of his or her participation as a volunteer at ARC. This release is also intended to discharge in advance ARC and each of its agents, attorneys, employees, officers, directors, successors and assigns from and against any and all liability, including for negligent actions, arising out of or connected in any way with my participation as a ARC volunteer.

I further understand that my work with ARC may be considered politically sensitive, and I may choose to maintain privacy by citing my preference for confidentiality. I support the mission and goals of ARC as listed on its website, and I agree to keep confidential from the public and from the press any information distributed by ARC that is labeled confidential. I understand that ARC reserves the right to decline the services of volunteers and interns. All of the statements contained in this form are true and correct to the best of my knowledge.

I expressly agree that this waiver, release, and assumption of risk is intended to be as broad and inclusive as permitted by the laws of the District of Columbia, Maryland, and Virginia (whichever applies), and that if any portion hereof is held invalid, it is agreed that the balance, notwithstanding, continue in full legal force and effect.

I attest that I am physically fit and have no known medical conditions which prohibit participation as a volunteer at ARC.

I agree to follow all laws, rules, and guidelines, regulations, policies, procedures, and ethics of ARC. I understand that my failure to do so will result in the termination as a volunteer.

I also agree that ARC and its agents may use my photograph or photographs of my crafts in future promotions, unless I specify otherwise.

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY FOR MYSELF AND A CONTRACT BETWEEN MYSELF AND ARC AND EACH OF ITS AGENTS, ATTORNEYS, EMPLOYEES, OFFICERS, DIRECTORS, SUCCESSORS AND ASSIGNS, AND I HAVE SIGNED IT OF MY OWN FREE WILL.

\_\_\_\_\_  
Volunteer Print Name

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

