

# PIMA COUNTY/TUCSON WOMEN'S COMMISSION

## Volunteer Application

APPLICANT INFORMATION				
Last Name		First		Date
Company Name (if applicable)				
Street Address			Apartment/Unit #	
City		State		ZIP
Primary Phone		Alternate Phone		
E-mail Address		Best time to call? Morning Afternoon Evening		
Birthday (day and month)				
Are you under 18 years of age?		No	Yes	<i>If yes, parent/guardian must sign last section of application</i>
Preferred method of contact?		Email	Mail	Phone
How did you hear about us?				
Have you ever been convicted of a crime?  (If yes, please explain the nature of the crime and date of conviction and disposition. Conviction of a crime is not an automatic disqualification for volunteer work.)				

AVAILABILITY/TIME COMMITMENT	
How many hours are you available to volunteer per month?	
What length of time would you like to commit to volunteering (one day, one month, one year, etc)?	
During which hours/days do you prefer to volunteer?	
Monday	Tuesday Wednesday Thursday Friday Saturday Sunday

INTERESTS AND SKILLS	
In which areas are you interested in volunteering?	
Administration Fundraising Newsletter	Advertising Graphic Design Photography/ Videography
Building Maintenance Special Events Volunteer Coordination	Other
Languages Spoken (other than English)	
Special skills, training, hobbies?	
Groups, clubs, organizational memberships?	

**PREVIOUS VOLUNTEER EXPERIENCE**

Please describe your prior volunteer experience (include organization names, your duties, and dates of service)

**REFERENCES**

Please list three people who know you well and can attest to your character, skills, and dependability. You may include your last or current employer.

<b>Name &amp; Organization</b>	<b>Phone</b> ( )
<b>Relationship</b>	<b>Length of Relationship</b>
<b>Name &amp; Organization</b>	<b>Phone</b> ( )
<b>Relationship</b>	<b>Length of Relationship</b>
<b>Name &amp; Organization</b>	<b>Phone</b> ( )
<b>Relationship</b>	<b>Length of Relationship</b>

**PERSON TO NOTIFY IN CASE OF EMERGENCY**

<b>Last Name</b>	<b>First</b>	<b>Relationship</b>
<b>Street Address</b>		<b>Apartment/Unit #</b>
<b>City</b>	<b>State</b>	<b>ZIP</b>
<b>Phone</b>	<b>E-mail Address</b>	

**PC/TWC POLICY**

In order to provide equal volunteer opportunities to all individuals, volunteer selections at PCTWC will be based on merit, qualifications, and abilities. PCTWC does not discriminate on the basis of race, color, religion, gender, ancestry, national origin, sexual orientation, marital or familial status, age, disability, gender identity or expression, or any other characteristic protected by law. PCTWC will make reasonable accommodations for qualified individuals with known disabilities. This policy governs all aspects of volunteering, including recruitment, selection, volunteer job assignment, evaluation, dismissal, and access to benefits and training. PCTWC is committed to providing equal volunteer opportunities to all qualified individuals.

Members of the Women's Commission delegate the responsibility to implement affirmative action policy and equal opportunity to the Executive Director. It is the responsibility of the PCTWC to ensure a broad representation of the community as members of the volunteer and appointed commission. Any volunteer with questions or concerns about any type of discrimination in the workplace is encouraged to bring these issues to the attention of the Executive Director. Volunteers can raise concerns and make reports without fear of reprisal.

Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, which may include termination of employment.

**VIDEOTAPE/PHOTOGRAPHY/ART PRODUCTION RELEASE**

The Pima County/Tucson Women's Commission (PC/TWC) uses photographs and videotape, in hard copy, electronic and/or other forms of participants in its activities to promote the organization and its partners. In addition, PC/TWC facilitates programs and projects in which participants produce written, photo, and video media. All literature, photos, and videos or other image forms used by the PC/TWC may credit the organizations and/or producers of such materials. The use of your name, image and creative works *ie: literature, photography, and video or other image forms* assists in heightening community understanding of problems facing girls and women, and support for the solutions created by local non-profit organizations.

I give the Pima County/Tucson Women's Commission and its agents or employees the right and permission to indefinitely use, reuse, and publish, for any and all purposes, videotape and/or photos or other image forms taken of me (or my child) that reflect my/our/their participation in projects, programs and initiatives of PC/TWC. I give PC/TWC the right to indefinitely use, reuse, and publish, for any and all purposes, written, video/photo or other images that I (or my child) have produced as a result of projects, programs and initiatives funded by PC/TWC and/or by PC/TWC's contributors. I grant PC/TWC permission to modify and copyright my (or my child's) creative work to suit media formatting requirements and to add credits as appropriate. I waive any right to royalties or compensation. I hereby release the photographer, videographer and Pima County/Tucson Women's Commission from all claims and liability relating to the above stated use of video, photo, and artistic production. I grant PC/TWC the right to use my name (or that of my child) in all of its publications, including brochures, print advertisements, Web sites, videos, and television commercials. I understand the presentation or use of any of the above materials will be at the sole discretion of PC/TWC.

**DISCLAIMER AND SIGNATURE**

By signing below and submitting this application:

- I affirm that the facts set forth in it are true and complete.
- I understand that information contained on my application will be verified by the Pima County/Tucson Women's Commission.
- I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.
- I affirm I have read and understand the above photo/video release, and I DO DO NOT agree to the photo release.

Signature	Date
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**PARENT/GUARDIAN DISCLAIMER AND SIGNATURE**

*If you are below 18 years of age, please have parent/guardian sign fill out this portion of the application.*

I affirm that I am aware of \_\_\_\_\_'s application to volunteer at the Pima County/Tucson Women's Commission and support this application.

Signature	Date
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