



VOLUNTEER / INTERN APPLICATION

2500 DeMers Avenue, Grand Forks ND 58201
Phone: (701) 772-6191 Fax: (701) 772-2195
Equal Opportunity Employer
Smoke Free Environment

Print clearly: incomplete or illegible applications will not be processed.

Applicant Name: _____ Date: _____

Current Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Volunteer position applying for: _____

Availability: Weekdays Weekends Evenings

Please indicate hours you are available to volunteer.

DAY	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
FROM							
TO							

Are you 16 years of age or older? _____ Yes _____ No

Summarize any special skills, qualifications or personal experience related to the volunteer position for which you are applying:

EDUCATION

School/College	Location	Did you graduate?	Degree or Major

REFERENCES

List three professional or personal non-family references that you have known for at least 1 year.

1. Name: _____ Phone Number: _____
Company Name: _____ Relationship: _____
2. Name: _____ Phone Number: _____
Company Name: _____ Relationship: _____
3. Name: _____ Phone Number: _____
Company Name: _____ Relationship: _____

BACKGROUND CHECK

Have you ever been convicted a felony crime? _____ Yes _____ No

If so, give dates, offenses and disposition:

NOTE: A conviction does not necessarily disqualify you from volunteering.

List any prior names used, other than those already listed on this application:

List all states and counties of residence for the past 7 years:

MOTOR VEHICLE INFORMATION

Have you have a current, valid driver's license? _____ Yes _____ No

Name on license: _____ License Type/Class: _____

DL#: _____ State of Issue: _____

Any violation on your driving record over the past three years? _____ Yes _____ No

If yes, please describe:

Do you have automobile insurance on your vehicle? _____ Yes _____ No

EMERGENCY INSTRUCTIONS

In case of an emergency, contact: Name: _____

Phone: _____ City/State/Zip: _____

Consent

I certify that the statements made in this application are true and correct. I understand my signature on this application indicates approval to check references. I also agree to all policies and procedures of The Arc, Upper Valley ("The Arc"). My completion of this application does not obligate The Arc to provide a volunteer placement, nor am I obligated to accept a position, if offered.

Release and Waiver of Liability for Volunteers

This Release and Waiver of Liability ("Release") executed by myself as a volunteer releases The Arc, a nonprofit corporation organized and existing under laws in the state of North Dakota and each of its directors, officers, employees, and agents. I desire to provide volunteer services for The Arc and engage in activities related to serving as a volunteer.

I understand that the scope of my relationship with The Arc is limited to a volunteer position and that no compensation is expected in return for services provided by myself; that The Arc will not provide any benefits traditionally associated with employment to myself; and that I am responsible for my own insurance coverage in the event of personal injury or illness as a result of my services to The Arc.

