



## VOLUNTEER APPLICATION

| For office use only |  |
|---------------------|--|
| Date Received       |  |
| Staff Initial       |  |
| Accepted?           |  |

Legal Name: \_\_\_\_\_

Nickname: \_\_\_\_\_ Pronouns: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Drivers License No: \_\_\_\_\_

Phone No: (\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_ Email: \_\_\_\_\_

- I am interested in a one-time volunteer event. Number of people in group \_\_\_\_\_
- I am interested in joining the “on-call” pool to help out occasionally.
- I can volunteer during the week at these times:

Please mark “X” in the time slots that you are available to work

|           | Monday | Tuesday | Wednesday | Thursday | Friday | Sat/Sun |
|-----------|--------|---------|-----------|----------|--------|---------|
| Morning   |        |         |           |          |        |         |
| Afternoon |        |         |           |          |        |         |

How many months can you commit to? \_\_\_\_\_

Please check all things you like to do:

- Help around the office: make follow-up phone calls, schedule appointments, run errands during the day (like going to the post office)
- Work directly with clients: help with filling out applications for various RRO services, give orientation to newly arrived refugees
- Work directly with staff: assist staff members in various programs administration
- Organize events: help coordinate annual fundraising dinner, holiday parties, donation drives
- Build network with the local community: visit local community centers, churches, mosques, and synagogues to hand out flyers and promote RRO programs and to spread awareness about RRO
- Build network with the global community: set up and host blogs and social networking pages such as Facebook and Myspace on the web to spread awareness about RRO around the world.



# Refugee Resettlement Office

515 B St. NE, Auburn, WA 98002 | tel (206) 323-3152 | [volunteer@roseattle.org](mailto:volunteer@roseattle.org)

Please check the volunteer position that interests you:

- |   |   |
|---|---|
| <input type="checkbox"/> Refugee Resettlement Program Assistant | <input type="checkbox"/> Event Planner                      |
| <input type="checkbox"/> Micro-E Program Assistant              | <input type="checkbox"/> Local Community Outreach Developer |
| <input type="checkbox"/> Employment Program Assistant           | <input type="checkbox"/> Web Community Outreach Developer   |
| <input type="checkbox"/> ESL Tutor                              | <input type="checkbox"/> Other _____                        |
| <input type="checkbox"/> Holiday Newsletter Editor              |   |

Why did you choose the position(s) listed above:

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What skills and experience would you bring to the Refugee Resettlement Office?

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Have you ever volunteered/interned before? YES  NO

If yes, please provide the information regarding your most recent volunteer/intern experience:

Name of agency: \_\_\_\_\_ Phone No: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Name of supervisor: \_\_\_\_\_

How long did you volunteer there: \_\_\_\_\_

What did you like best about your previous volunteer experience?

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What did you like least about your previous volunteer experience?

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What do you hope to learn from your experience here?

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Are you willing to undergo a background check? YES  NO

Have you been convicted of felony within the last 7 years? YES  NO



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## References:

|    |       |              |              |
|----|-------|--------------|--------------|
| 1. | _____ | _____        | _____        |
|    | Name  | Relationship | Telephone No |
| 2. | _____ | _____        | _____        |
|    | Name  | Relationship | Telephone No |
| 3. | _____ | _____        | _____        |
|    | Name  | Relationship | Telephone No |