



YWCA Pekin Volunteer Application

Name: _____ Date: _____

Address: _____ City: _____ State: ____ Zip: _____

Phone: _____ E-mail: _____

Employer or Group Association: _____

How did you hear about YWCA Pekin, and why are you are interested in volunteering with us?

Areas of Interest and Skills

I am interested in the following recurrent activities:

- Conducting adult education workshops
- Tutoring adult learners, one-on-one
- Packaging food for weekend snack packs
- Helping with special events and fundraisers
- Administrative (typing, filing, mailings)
- Creative (design, painting, sewing)

I am interested in the following seasonal activities:

- Annual pool clean-up
- Special projects (facility painting, construction etc.)
- Maintenance (facilities, repairs, etc..)
- Landscape needs (planting, weeding, raking, etc.)
- Snow Removal (shoveling, spreading salt)
- Other: _____

Any special talents or skills you have that you feel would benefit the YWCA Pekin: _____

Availability

- Regular basis
 One-time project/event
 Flexible

Please indicate days available: Mon Tues Wed Thur Fri Sat
Times available: from _____ to _____

Note: Weekend events are limited

Have you ever been convicted of violation of any laws, other than minor traffic offenses? Yes No

If Yes, please explain: _____

Do you have any physical condition that may limit your activities? Yes No

If Yes, please describe: _____

If Yes, has your doctor approved your volunteer participation? Yes No

Photo/Video Release

Thank you for choosing to make a difference in the lives of those we serve by volunteering at YWCA Pekin. We believe in creating and capturing memories that last a lifetime. From time to time, we may take a photo or video of you interacting with our program participants and employees. By signing below, you are stating that you understand your image may be edited, copied, exhibited, published or distributed in print and may be used on the www.ywca.org/pekin website, and that you waive the right to inspect or approve the finished product wherein any likeness appears. Additionally, you waive any right to royalties or other compensation arising or related to the use of your image or recording with the understanding that this material may be used in diverse educational or promotional settings within an unrestricted geographic area deemed appropriate by YWCA Pekin.

Signature

Date

Emergency Contact

Name

Phone Number

Name

Phone Number

Volunteer Code of Conduct

Our children, youth, and elderly are the most valuable gifts entrusted to YWCA Pekin. It is our obligation to give and set a good example of charity, kindness, and integrity to those we serve. All volunteers at YWCA Pekin must uphold the following:

Assignments

- Be dependable, recognizing the commitment and responsibility to all volunteer assignments
- Accept volunteer assignments that are consistent with your interests, abilities, and available time
- Accept volunteer assignments with an open mind and a willingness to learn
- Accept feedback from YWCA Pekin personnel in order to do the best job possible

Respect

- Treat everyone in whom you encounter with a sense of dignity, respect, and worth
- Be nonjudgmental about cultural differences, living conditions, and the life-style of all program participants
- Avoid profane and abusive language and disruptive behavior that is dangerous to self and others
- Respect all confidential information regarding YWCA Pekin and those we serve
- Do not pressure anyone to accept any political, cultural, or religious beliefs

Safety

- Adhere to all YWCA Pekin rules and procedures
- Work environments should not contain offensive or objectionable material (slogans or graphics)
- Follow safe workplace practices and report any accident, injury, or unsafe situation to any agency Director
- Report suspected abuse of any child or vulnerable adult to any Agency Director
- Report suspicious activities to any agency Director
- Failure to do the above or to satisfactorily perform volunteer assignments is cause for dismissal

Behaviors that must *never* occur:

- Performing any illegal activity on campus or during any off-site YWCA Pekin event
- Touching anyone in an inappropriate manner or any type of verbal or physical harassment
- Speaking in a manner that humiliates or degrades program participants and others we serve
- Possessing, using, or being under the influence of alcohol, illegal, or drugs at any time
- Developing inappropriate personal relationships with program participants and others we serve
- Using photo, audio or video recordings without authorization by the YWCA Pekin Executive Director in any capacity including Social Media (e.g. Facebook, Linked-In, Twitter, blogging, etc.)
- Using YWCA Pekin equipment and resources for personal use or gain
- Accepting money from program participants for personal use or gain

My signature confirms that I have read and understand this Code of Conduct. I agree to uphold and follow these standards. I understand that any behavior that is inconsistent with these standards may result in my dismissal as a Volunteer with YWCA Pekin.

Signature

Date