



# Girls Incorporated of Greater Houston

## Volunteer Application

Potential volunteers are required to complete an application, and may be required to participate in an interview, agree to release information leading to a criminal history and reference check. Volunteers will receive notification to their acceptance into the Girls Inc. volunteer program. Each accepted volunteer will be provided with a training session, project description and all resources needed prior to beginning their assignment. Girls Incorporated reserves the right to decline a volunteer application for any reason at any time.

Personal Information				
Last Name:	First Name:	Middle Initial:		
Date of birth:	Sex: (Optional) F / M	Ethnicity: (Optional)		
Address:	City:	State:	ZIP Code:	
Home Phone (    )	Work Phone (    )	Cell Phone (    )		
Email address:				
Current place of work:			Occupation:	
Do you have any Special Healthcare Conditions?      NO      YES				
If yes, please specify:				
List any special accommodations associated with your health condition that may be needed:				
Emergency Contact: Person:	Phone:	Relationship:		
Have you been convicted of a felony offense or been placed on deferred adjudication?    No      Yes				
If yes, please explain:				
How did you learn about Girls Inc.?				
<input type="checkbox"/> Volunteer Fair		<input type="checkbox"/> Current Volunteer		<input type="checkbox"/> Website / Internet Search
<input type="checkbox"/> Friend		<input type="checkbox"/> School		<input type="checkbox"/> Other:
Education and Training				
Indicate highest level completed:				
High School Graduate	Associate's Degree	Bachelor's Degree	Master's Degree	Doctorate
Specialized Training:				
Previous Volunteer Experience				
Please include information from your most current volunteer experiences.				
Institution Name	Duties / activities performed	Duration		

## Co-applicant Employment Information

### PROGRAM SUPPORT

#### Interests

- Expert Guest Speaker in:
  - Science Field
  - Financial Field
  - Health Field
  - Entrepreneurship

### AGENCY SUPPORT

#### Interests

- Marketing
- Public Relations
- Grant Writing
- Fundraising
- Special Events
- Technical Support

#### Experience

- Cooperating with youth on projects.
- Making presentations to small or large groups.
- Taking direction from children and teenagers.

#### Abilities

- Fluent in another language(s):
- Able to commute to program locations
- Able to lift 20-25lbs without assistance.

#### Skills

- |  |  |
|--|--|
| <input type="checkbox"/> Microsoft Excel     | <input type="checkbox"/> Marketing               |
| <input type="checkbox"/> Microsoft Word      | <input type="checkbox"/> Special Events Planning |
| <input type="checkbox"/> Microsoft Publisher | <input type="checkbox"/> Database Management     |
| <input type="checkbox"/> Graphic design      | <input type="checkbox"/> Management Info Systems |
| <input type="checkbox"/> Public Relations    |  |

#### Time Commitment / Availability

Morning (9:30am – 1:00pm)

MON	TUES	WED	THU	FRI	SAT
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#### Time Commitment / Availability

Morning (Please list available time)

MON	TUES	WED	THU	FRI
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Afternoon (1:00pm – 4:30PM )

MON	TUES	WED	THU	FRI	SAT
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Afternoon (1:00pm – 4:30PM )

MON	TUES	WED	THU	FRI
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***\*Program volunteer positions vary and are available Monday through Friday between 9:30am -4:30pm and generally require weekly commitments of 2 hour increments.***

Please list skills that you possess that you would like to use as a volunteer.

### Volunteer Permissions

May we use your photograph in Girls Incorporated print and internet marketing materials?

- Yes
- No, thanks

### Signature

I hereby, acknowledge that the information contained in this application is accurate and correct to the best of my knowledge.

Applications Signature:

Date:

### For administrative purposes only:

Received: / /	Reply: / /	Background: / / <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Interview: / /	Reply: / /	References Checked: / /
Orientation: / /	Reply: / /	Volunteer Agreement: <input type="checkbox"/> Yes <input type="checkbox"/> No
Training: / /	Reply: / /	Initial Placement:
		Active: / /
		Separation: / /