



GUIDE, Inc.  
 750 South Perry Street, Suite 312  
 Lawrenceville, GA 30046  
 678-377-4131 p 678-377-4134 f  
 www.guideinc.org

## Volunteer Application

**Personal Information:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Permanent Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Hm Phone: \_\_\_\_\_ Wk Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

\_\_\_\_ I am 18 years of age or older. (Certain programs require that you are at least 18 years old. GUIDE may require proof of your age if you are chosen as a volunteer for these programs.)

**Employer Information (if applicable):**

Company: \_\_\_\_\_ Job title: \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_

**Availability (check box and list times available):**

Anytime     Days     Evenings     Weekends

Times/days that I am most available are : \_\_\_\_\_

**Programs (check those of interest):**

Georgia Teen Institute     Youth Leadership Conference     Training Events

Other: \_\_\_\_\_

**Volunteer Experience (starting with the most recent):**

Organization	Position (if any)	Dates	Contact Person	Phone
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**List Three References (non relatives) that we may call:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Why are you interested in volunteering with GUIDE?**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Describe any special skills, hobbies or interests:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

List any other affiliations (e.g. civic organizations or clubs):

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List any current certifications (e.g. First Aid, CPR, etc.):

Certification

Expiration Date

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Have you ever been dismissed as a volunteer or been told by an organization that you can no longer be a volunteer?  Yes  No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted/pled guilty/pled nolo contendere of a crime?  Yes  No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been the subject of an investigation involving sexual abuse, sexual assault or sexual misconduct?  Yes  No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever had your driver's license suspended or revoked?  Yes  No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other than above, are there any facts or circumstances involving you or your background that would call into question your being entrusted with the supervision, guidance and care of young people? Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you become injured or ill while volunteering with GUIDE, please let us know who to contact.

Emergency contact Information:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

"I hereby affirm that the information provided in this application is complete, true and correct to the best of my knowledge. I understand that any falsification of the information contained herein may serve as the basis for rejection of said application. I also give permission to GUIDE, Inc. to check with all listed supervisors and references in order to validate the information given in this application."

Volunteer Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Volunteer Waiver

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In consideration of being permitted to participate as a volunteer for GUIDE, Inc., I waive all claims against GUIDE, Inc., their volunteers or any other parties contracted by them for services provided during this activity. I understand that I will be responsible for any damages, injuries, and/or illness that may occur to me during this activity.

My services to GUIDE, Inc. are on a voluntary basis and I am not entitled to nor shall I receive any compensation or employee benefits of any kind.

The information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application, and/or by contacting any person or organization that may have information concerning me, and/or by conducting a criminal background check. I hereby release and hold harmless from liability any person or organization that provides information. I also agree to hold harmless GUIDE, Inc., the officers, employees and volunteers thereof.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Volunteer Photo Waiver

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I give GUIDE, Inc. permission to use photographs or other images of me in public relations activities and promotional materials including, but not limited to, videotapes, pamphlets and brochures. I give permission for my photographs to be posted on GUIDE, Inc.'s website(s). I further acknowledge that GUIDE, Inc. shall have all rights of copyright in and to such photographs and videotapes and may exploit such copyright fully. I release and waive all rights and interests in and to such materials.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Volunteer Expectations and Responsibilities

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Volunteers at GUIDE, Inc. may be asked to participate in a variety of activities/events to support the various programs and services. Activities include, but are not limited to, physical activities such as teambuilding. Many programs are held outdoors and volunteers may be expected to participate in the event regardless of current weather conditions. All volunteers at GUIDE, Inc. may be expected to lift and carry program supplies and materials up to 40 lbs. If you have any condition that might interfere with your ability to perform the tasks described above, please let us know.

All of our youth programs exist to offer a safe, positive experience for youth from various backgrounds and communities. Just as our participants' parents trust us to keep their youth safe during events, they also expect us to protect their privacy and keep them safe even after an event ends. Therefore, event volunteers should never post participant photos or identify participants by name on the Internet. This includes blogs, personal web pages, photo sharing sites such as SnapFish and Flickr, and social networking sites such as MySpace and Facebook.

Volunteers are liaisons between GUIDE and the public. Always be aware that you are a representative of GUIDE and conduct yourself accordingly.

I have read and understand this policy and agree to abide by it. Failure to abide by these expectations may result in termination of my volunteer service for GUIDE, Inc.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_