

Volunteer Application Form

Date of Application:

[Sec I]

PERSONAL DATA

Name: What do you consider your ethnicity?
What is your primary language?

Contact Address: City: ZIP:

Preferred Contact Phone: () - -
Circle One: Cell Home Wk Circle One: Cell Home Wk

Email:

[Sec II]

EMERGENCY CONTACT INFORMATION

Emergency Contact Person: Phone: () -

Their Relationship To You :

[Sec III]

CURRENT STATUS

Are you a student? YES / NO Currently Employed: Full Time / Part Time / No

Bravery Project requires any volunteers transporting art to have access to a legal vehicle and proof of current driver's license and car insurance in order to provide safe transportation for the art. Please provide information below. When providing transportation, a copy of documents will be obtained.

Driver's license expiration date: / / Car insurance expiration date: / /

Make and model of vehicle:

[Sec IV]

REFERENCES

(2 people not related to you; 1 personal, 1 professional)

1) Name: _____ Phone: _____ Email: _____

Address: _____ How many years known? _____

2) Name: _____ Phone: _____ Email: _____

Address: _____ How many years known? _____

Please attach a copy of your resume with this application.

Tell Us About You

Please share *up to* three (3) past volunteer experience information:

<u>Name of Organization</u> _____	<u>Dates of Volunteering</u> From: _____ To: _____	<u>Describe Your Volunteer Work</u> _____ _____ _____
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Describe any experience, knowledge, and/or education you may have, related to domestic abuse?

Please list any special skills (i.e. second language, computer) and strengths that you're interested in sharing with Bravery Project:

How did you hear of Bravery Project?

What do you hope to gain by volunteering with Bravery Project?

Realistically, how long do you hope to be available to volunteer with Bravery Project?

- up to 3 Mos.
 approx. 6 Mos.
 approx. 1Yr.
 More than 1 Yr.

What type of hours would you hope to offer regularly, based on your current schedule? Consider family/personal recreation time, employment time obligations, other volunteer commitments. (Please check only one (1) FIRST PREFERENCE):

- Available with some notice to assist, in any way, with events that benefit Bravery Project.
 Available to sit on specific committee for fundraising event, meet weekly or monthly to plan, coordinate and work (or provide volunteer leadership) at event.
 Can volunteer a few hours every week and provide a special skill, general administrative or office assistance for at least 6 mos.
- Interested in longer term commitment to overall mission and program building goals. Versatile, enjoy on-going tasks, and projects and can commit 6 mos- 1yr.
 Can volunteer many hours per week. Likely temporary (3-6 mos.) as I have major life changes (moving, employment) that I anticipate or expect to decrease my availability.

I certify that the information contained in this application is true and correct. Thus, any information that I stated to abide by or commit to, I will attempt to honor as best as I can.

Signed: _____ Dated: _____

Thank you for your time and interest in volunteering with Bravery Project!

Applications can be emailed to cari_home@msn.com

[Sec VI]

Volunteer Tier Groups

Tier I: Event Volunteers: *Interest is primarily in being available, on call for helping with events or date specific volunteer hours. (6 mos – 1 Yr)*

Tier II: Program Volunteers: *Interest is in longer term commitment to overall mission and program building goals. Versatile, enjoy ongoing tasks, staying busy and having ownership of projects. (6 mos – 1 Yr)*

Tier III: Talent Volunteers: *Short term, function specific, may stay, may move on, specifically interested in offering hours towards a particular area, skill, or talent. (3-6 mos.)*

Volunteer Opportunities

Newsletter Needs: Requires excellent writing skills, proofreading skills, creativity and/or online research ability. Experience helpful. Must understand quarterly deadline so that newsletter is complete and accurate on time. Can work from home or combination of hours coordinating with Executive Director.

BP Art Exhibit Volunteer: Help manage an exhibit with volunteers, set up, docent, and take down. Flexibility a must.

BP Event Volunteer: Help in any way only on the date of event. Help with any event assistance task from set up/clean up to handling information booth. Friendly, helpful team worker.

BP Fundraising & Mission

Event Planning Volunteer: Help in any way only from the date event is set through completion of event. Must be able to commit to attending planning meetings, helping with a variety of activities including prize solicitation, phone calls, ticket sales, and creative contribution to event committee. While being a team player, leadership skills important, as specific areas of event preparation may require lead volunteer to take ownership of event tasks and lead event team. Help with a variety of activities including event set up ,information booths, distribution of marketing materials, communicating the BP mission with event attendees and much, much more.

Volunteer Coordinator: ** This is a volunteer position, with paid position potential conditional on grant funding.*

JOB DESCRIPTION: Responsible for recruiting, training, coordinating and maintaining a pool of 50 active volunteers through networking, advertising and community recruitment efforts. Oversee database, execute new volunteer orientations and supervise volunteer activity. Manage annual volunteer recognition program. Reports monthly to the Executive Director by written report. Excellent communication, organizational and volunteer management skills. Volunteer leadership or any combination of equivalent experience required.

Board Committees: Serve on a committee led by Bravery Project's Board of Directors. We encourage those volunteers interested in offering their leadership, event coordination skills, fundraising knowledge, non-profit program development, and grant-writing experience to serve on committees that report to Bravery Project's Board of Director. One - Two year time commitment: Potential for monthly committee meetings, as well as, phone, email and/or other coordinating communication with community or committee members.

Volunteer Program Volunteers needed to attend volunteer recruitment specific events. Must enjoy talking with the public, sharing Bravery Project's mission.

Volunteer : obtaining contact information from prospective candidates, coordinating applications for completion, and giving out marketing materials. Work closely with and support Bravery Project's Volunteer Coordinator with such things and new volunteer orientation trainings and volunteer recognition planning/events.

[Sec VII]

DIRECT EXPERIENCE: Please check any of the itemized, specialized skills that you would be willing to share with Bravery Project (BP). BP does not always require these skills for volunteer participation, but is interested in knowing those that you have acquired and wish to share.

VOLUNTEER SKILLS:

- Translations services
- Web page design/support
- Non Profit Newsletter Design
- Non Profit Newsletter Writing
- Administrative support
- Calling people By Phone
- Answering Phones
- Clerical, Filing & Office organization
- Event Day Prep W/O Public Contact
- Certified Public Accountant
- Accounting/Bookkeeping
- IT Expertise
- Event Prize Solicitation
- Large Mailing Prep & Assistance
- Blogging
- Managing Information Tables

VOLUNTEER LEADERSHIP SKILLS:

- Non Profit Newsletter Editing
- Marketing
- Non Profit Development Experience
- Volunteer management
- Media relations
(Please list some applied experience)
- Large Event Fundraising
- Event Day Assistance W/Public Contact
- Advanced Writing & Proofreading Skills
(Please provide writing samples)
- Technical Writing & Proofreading Skills
(Please provide writing samples)
- Fine Arts
(Please provide drawing or medium samples)
- Creative Event Planning skills/Artistry
(Please list an example of event creation or assistance)
- Creative Writing
(Please provide writing samples)
- Volunteer Recruitment

VOLUNTEER BOARD SKILLS:

- Strategic planning
- Board member/Committee
- Grant writing/research
- Non Profit Development Track Record
- Collaborative Partnership Experience
- Board of Director Experience
- Executive Director Experience
- Business Relationship Developer
- Webinar Facilitation
- Public Speaking
- Training

OTHER SKILLS YOU WOULD LIKE TO SHARE:

[Sec VIII]

AREAS OF INTEREST: Please check any of the itemized, specialized areas you don't have direct experience with but, in which, you would LIKE TO GAIN EXPERIENCE, SKILL LEVEL and/or PROFICIENCY:

- | | | |
|---|--|---|
| <input type="checkbox"/> Translations | <input type="checkbox"/> Non Profit Newsletter Editing | <input type="checkbox"/> Strategic planning |
| <input type="checkbox"/> Web page design/support | <input type="checkbox"/> Marketing | <input type="checkbox"/> Board member/Committee |
| <input type="checkbox"/> Non Profit Newsletter Design | <input type="checkbox"/> Non Profit Development Experience | <input type="checkbox"/> Grant writing/research |
| <input type="checkbox"/> Non Profit Newsletter Writing | <input type="checkbox"/> Volunteer management | <input type="checkbox"/> Non Profit Development Track Record |
| <input type="checkbox"/> Administrative support | <input type="checkbox"/> Media relations | <input type="checkbox"/> Collaborative Partnership Experience |
| <input type="checkbox"/> Calling people By Phone | <input type="checkbox"/> Creative | <input type="checkbox"/> Board of Director Experience |
| <input type="checkbox"/> Answering Phones | <input type="checkbox"/> Large Event Fundraising | <input type="checkbox"/> Executive Director Experience |
| <input type="checkbox"/> Clerical, Filing & Office organization | <input type="checkbox"/> Event Day Assistance W/Public Contact | <input type="checkbox"/> Business Relationship Developer |
| <input type="checkbox"/> Event Day Prep W/O Public Contact | <input type="checkbox"/> Advanced Writing & Proofreading Skills | <input type="checkbox"/> Training |
| <input type="checkbox"/> Certified Public Accountant | <input type="checkbox"/> Technical Writing & Proofreading Skills | <input type="checkbox"/> Public Speaking |
| <input type="checkbox"/> Accounting/Bookkeeping | <input type="checkbox"/> Fine Arts | <input type="checkbox"/> Webinar Facilitation |
| <input type="checkbox"/> Managing Information Tables | <input type="checkbox"/> Creative Writing | |
| <input type="checkbox"/> IT Expertise | <input type="checkbox"/> Creative Event Planning skills/Artistry | |
| <input type="checkbox"/> Event Prize Solicitation | <input type="checkbox"/> Large Mailing Prep & Assistance | |
| <input type="checkbox"/> Blogging | <input type="checkbox"/> Volunteer Recruitment | |