



Believe In Tomorrow[™]
Children's Foundation

Believe In Tomorrow National Children's Foundation

Date: _____

Volunteer Application

PERSONAL / CONTACT INFORMATION

Date of Birth: ____/____/____

Mr. / Mrs. / Ms. (circle one)

Name (first/mi/last): _____

Street Address: _____

City/State/Zip: _____

Home phone: _____ Work phone: _____

Cell phone: _____ E-mail address: _____

EMERGENCY CONTACT INFORMATION

Name: _____

Relationship: _____ Phone number(s): _____

PROFESSIONAL INFORMATION

Occupation: _____ Current employer: _____

Retired _____ Not employed _____ Student _____

OTHER INFORMATION

How did you hear about Believe In Tomorrow? _____

Why do you want to volunteer at Believe In Tomorrow? _____

Please select from the following locations:

The Children's House at Johns Hopkins _____ St. Casimir in Canton _____ Main office in Catonsville _____

List volunteer experiences you've had. Indicate the nature of the service and dates: _____

List community affiliations (groups, clubs, churches, service organizations, etc.): _____

List skills, talents or hobbies that you might share: _____

List languages that you can speak/translate: _____

Have you ever been convicted of a criminal offense? Felony ____ Misdemeanor ____ If yes, please describe

AVAILABILITY (Check all that apply):

Volunteer Type:

- Shift Volunteer (regularly scheduled—twice a month or more)
- Special Event Volunteer (occasional—as needed)
- Group Volunteer
- Short term volunteer (1 to 3 month commitment) From what date to what date _____
- Internship/School Service/Community Service Hours requirement (if yes, please answer the following)
 - How many hours do you need to volunteer? _____
 - When are your required hours due? _____
 - What organization is requiring you to complete community service? _____

Please indicate the days and specific hours you may be available in the table below.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

- More than once a week
- Weekly
- Twice a month
- As needed
- Other _____

INDICATE POSSIBLE AREAS OF INTEREST

- Welcome Desk Staff**—Be the friendly face, the compassionate ear and a source of information for our families as they come and go. Duties include check-in and check-out, orienting families through a tour, providing information, making monetary change, light office work, signing out activity passes, games and movies, etc., and just being there for our families during a trying time.
- Home Keeping/Maintenance**—A safe and clean environment is critical for our families' health and a warm and home-like environment is good for their soul! Help keep the facility inviting and safe by disinfecting toys, washing curtains, shampooing carpets, and other tasks as needed. House care helpers also help us decorate the houses for different holidays.
- Van Driver**—Help our families get where they need to go during their stay such as grocery/drug stores, malls, the Inner Harbor, etc. Drivers must have a valid driver's license and will drive The Children's House van. Volunteer drivers must be at least 21 years old.

- Garden Keepers**—Needed daily in the late spring, summer and early fall, twice a week during the late fall, winter and early spring. Garden Keepers will maintain all interior and exterior plantings and sweep and/or hose down garden, patio and sidewalk areas at The Children's House. They will also organize the decoration of the exteriors for various seasons/holidays.
- Administrative Support**—Help us prepare letters, envelopes and labels for certain important mailings throughout the year. Filing, data entry and making phone calls also helps us provide the best care and support for our families.
- Fundraising**—Lend a hand in the planning and/or execution of our special fundraising events. Get involved in any one of our fabulous fundraisers, such as the annual 6k run, receptions, auctions and much more.
- Workplace Giving Campaigns**—Represent Believe In Tomorrow and The Children's House at Johns Hopkins at various charity fairs where we have the opportunity to inform employees about our programs through our display board, handouts and answering questions.
- Family Meal Program**—Volunteers prepare a meal, either at The Children's House or at another location and bring it to the Children's House, serve the families and sit down with them to enjoy the meal together. Volunteers 17 years of age and under must have adult supervision.
- Family Activities**—Organize and host arts & crafts session, movie night, storytelling, crocheting lessons and more. Spend time with the children and families we serve while providing a fun activity for them (and you!) to enjoy!
- Other**—Tell us what you're thinking and we'll see if we have a match. _____

Special skills and talents (check all that apply):

- Administrative/Clerical
- Experience/proficient in which software _____
- Database Management
- Website Management
- Computer Graphics
- Certification(s) (e.g. Lifeguarding, CPR, etc.) _____
- Photography
- Fundraising
- Writing/Editing
- Arts & Crafts
- Other _____

CERTIFICATION

I certify that the information I have provided is true and correct to the best of my knowledge. I hereby pledge to treat any information pertaining to the families, staff, or volunteers of Believe In Tomorrow National Children's Foundation and The Children House at Johns Hopkins and St. Casimir as personal and confidential. I understand that any breach of this confidentiality can result in immediate termination of my volunteer placement. Believe In Tomorrow and The Children's House volunteers have an ethical responsibility to protect the privacy of the residents and staff. Further, I voluntarily offer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as applicable to Believe In Tomorrow and The Children's House at Johns Hopkins and St. Casimir. I understand that volunteers must be 18 years of age. I understand that Believe In Tomorrow will run a background check on me.

Signature _____ **Date** _____



Please return completed applicaton to:
 The Believe In Tomorrow Children's House at Johns Hopkins
 1915 McElderry Street, Baltimore, MD 21205
 or fax to 410-614-2568