

## Excelsior Youth Center

15001 E. Oxford Avenue, Aurora, CO 80014  
Phone: 303.693.1550 Fax: 303.693.8309 [www.excelsioryc.org](http://www.excelsioryc.org)

5.26.09

### Volunteer Application

Excelsior Youth Center is an Equal Opportunity Employer, dedicated to a policy of non-discrimination on the basis of race, gender, color, religion, national origin, sexual orientation, disability, Vietnam Veteran status or age. Due to the unique nature of Excelsior's clientele, we reserve the right to designate certain programming opportunities as open to female applicants only.

As a residential treatment center for adolescent girls, Excelsior reserves the right to request certain information concerning an applicant's personal history which is directly related to the tasks for which they are applying and to aid in matching the program applicant to the appropriate program.

#### PERSONAL INFORMATION

Date \_\_\_\_\_

Name \_\_\_\_\_  Are you 21 years or older  
(Last) (First) (Middle)

Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Referred by: \_\_\_\_\_

#### VOLUNTEER WORK DESIRED

- |   |  |
|---|--|
| _____ Tutor a Teen  | _____ Adopt-A-Cottage                        |
| _____ Special Friend/Mentor                                   | _____ Monthly Programming/Special Activities |
| _____ Fitness/Health Instruction                              | _____ Clerical/Office Organization           |
| _____ Pet Assisted Activities<br>(pet certification required) | _____ Fundraising/Donations                  |
| _____ Cultural Programming                                    | _____ Art/Hobby/Craft Instruction            |
| _____ Kitchen Instruction                                     | _____ Other: List Here: _____                |

Date you can start: \_\_\_\_\_

Have you applied to or worked for this company before? YES NO  
If yes, when? \_\_\_\_\_

List hours and days of the week you can volunteer: \_\_\_\_\_

**EDUCATION**

	Name/Location	Last Yr. Completed	Did You Graduate	Subjects studied/degrees received
High School		1 2 3 4	____yes ____no	
College		1 2 3 4	____yes ____no	
Graduate School/Additional Education		1 2 3 4	____yes ____no	

Briefly describe your experience working with children:

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Please describe the attributes you possess that would make you a good candidate to work with the children at Excelsior:

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Please list activities, hobbies, clubs, and athletics you enjoy:

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List activities you WOULD NOT enjoy:

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**VOLUNTEER EXPERIENCE**

Organization's Name Address & Phone #	Description of Duties	Contact Name & Title	Duration of Service	Reason for Leaving

**VOLUNTEER REFERENCES** (optional)

Name	Organization	Phone	Email

Please list the POSITIVE experiences you have had as a volunteer – what aspects of the program did you enjoy?

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Please list any NEGATIVE experiences you have had as a volunteer and why?

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Describe the activities you envision yourself doing as a volunteer at Excelsior Youth Center (what types of projects interest you most)?

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With your current list of responsibilities in mind, what type of volunteer schedule will work best for you? Weekly, monthly, etc.

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**PROFESSIONAL WORK EXPERIENCE**

<b>Date/Month Year</b>	<b>Employers Name Address &amp; Phone #</b>	<b>Position</b>	<b>Supervisor's Name</b>	<b>Reason for Leaving</b>
From: To:				
From: To:				
From: To:				

Have you ever been disciplined or discharged by an employer or volunteer agency? If yes, please describe \_\_\_\_\_

**PROFESSIONAL REFERENCES:**

(Please include 2 professional references. All references should be non-related to you.)

<b>Name</b>	<b>Phone Number/ Email Address</b>	<b>Business</b>	<b>Years Acquainted</b>

Do you have a valid Driver's License? \_\_\_\_\_

Do you have valid automobile insurance? \_\_\_\_\_

Have you ever been convicted, pled no contest or pled guilty to any criminal offense other than a minor traffic violation? YES NO

If YES, please explain:

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To the best of my knowledge, my name has not been placed on the Central Registry of Child Protection as a confirmed perpetrator of child abuse.

\_\_\_\_\_  
Signature of Applicant

Have you been listed on any registry of sexual or child abuse? YES NO

**AGREEMENT**

I understand the need for Excelsior Youth Center to provide a safe environment for clients and the expectation that program provider's function as healthy adult role models. Excelsior cannot have providers who use illegal drugs or have a serious emotional illness.

Excelsior will conduct a full background check, including reports from: Federal Bureau of Investigation, Central Registry of Child Protection, Colorado Bureau of Investigation and persona and professional references. I understand that my placement status may be terminated if information contained in these investigations indicates any arrests or offenses of concern to Excelsior.

I understand that false or misleading information given in my application or interview may result in termination of my program status. I understand also, I am required to abide by all rules and regulations of Excelsior.

I certify that answers given herein are true and complete to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

