



American Red Cross

of Central Texas

	App Rec		1st Int
	IRC		2nd Int
	30-day		Vol Job
	HCMS #		HCMS Date

Central Texas Chapter
2218 Pershing Drive
Austin, Texas 78723
Direct: (512) 928-4271

Volunteer Services Director
Tel: (512) 929-1225

VOLUNTEER APPLICATION

(Office Use Only):		HCMS Entry by:
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PERSONAL AND PROFESSIONAL INFORMATION

Preferred Title	First Name	Last	Middle Initial	Preferred Name/Suffix
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Home/Permanent Address	City	County	State	Zip Code
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Mailing Address (if different)	City	County	State	Zip Code
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A/C	Phone Number	Ext	<i>check best to use</i>	Email Address	<i>check best to use</i>
Home			<input type="checkbox"/>	Home	<input type="checkbox"/>
Work			<input type="checkbox"/>	Work	<input type="checkbox"/>
Cell			<input type="checkbox"/>		

Employer	Occupation/Job Title
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Employer Address	City	County	State	Zip Code
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Employer Phone	Fax
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May we contact you at this address?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
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School Address	City	County	State	Zip Code
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School Phone	Fax
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May we contact you at this address?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
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EMERGENCY CONTACT INFORMATION

Title	Last Name	First	Middle Initial	Relationship
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Emergency Address	City	State	Zip Code
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Day Phone	Night Phone	Other
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REFERENCES

Title	Last Name	First	Middle Initial	Professional
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Address	City	State	Zip Code
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Phone	Email
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Title	Last Name	First	Middle Initial	Personal
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Address	City	State	Zip Code
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Phone	Email
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Please provide the following information. If you have a resume, please attach a copy to this form.

VOLUNTEER EXPERIENCE (beginning with most recent)			
American Red Cross Volunteer Experience			
Chapter	Volunteer Position	From - To	
Other Volunteer Experience			
Organization	Volunteer Position	From - To	
EDUCATION HISTORY (beginning with most recent)			
College/University	Major Studies	From - To	
WORK HISTORY (beginning with most recent)			
Organization	Position	From - To	
SKILLS, TRAINING AND LICENSES Circle one of the following codes to indicate level of confidence: E: Expert C: Competent T: Trained/Developmental and/or F: Fluent C: Competent R/W: Read/Write			
Skills		Level	
		E	C T
		E	C T
Languages (other than English)		Proficiency	
		F	C R/W
		F	C R/W
Licenses	License Number	State	Expiration Date

PARTICIPATION LEVEL			
<input type="checkbox"/> Disaster: On Call ... Trained and on-call to help people during emergencies.	<input type="checkbox"/> Disaster: Reserve Trained to respond to large emergencies; not on-call.	<input type="checkbox"/> Support: On-going ... Trained and on-call to assist staff at any time.	<input type="checkbox"/> Support: Reserve ... Trained and available to assist staff in times of emergencies; not on-going.
VOLUNTEER PLACEMENT Indicate only those areas of most interest to you (<i>I = Interested, VI = Very Interested</i>) and indicate when you are available to serve (<i>Daytime, Evenings, Weekends</i>).			
Armed Forces Emergency Services	Daytime	Evenings	Weekends
Pre-Deployment Briefing (provide info about services to families before troops leave)			
Emergency Communications and Financial Assistance (24/7 communications)			
Disaster Services			
Communications (HAM radio and cell phones)			
Disaster Assessment (evaluation of damage to structures)			
Disaster Action Team (first response to disasters)			
Disaster: Computer Operations (at disaster scenes)			
Disaster: Health Services (Registered Nurse—current license required)			
Disaster: Mental Health Services (mental health counseling—current license requires)			
Welfare Inquiry (finding lost relatives)			
Client Services Caseworker (casework for clients)			
Fundraising			
Liaison: Chapter			
Liaison: Government			
Liaison: Human Relations			
Liaison: Labor			
Local Disaster Volunteers (volunteer human resources)			
Material Management Support (supplies inventory/management, warehousing)			
Community Services: Emergency Response Vehicle (ERV) (distribute food & supplies)			
Community Services: Shelter Worker (set up and manage temporary housing & meals)			
Mitigation (preparedness education)			
Public Affairs (speakers bureau, on-site news management)			
Financial & Statistical Information			
Safety & Security			
Special Events & Other Critical Needs			
Staff Services			
Training			
<i>I am a State employee and interested in the Ready Texans Program!</i>			
Health & Safety Services			
First Aid/CPR/AED (Adult External Defibrillator) Instructor			
Babysitting Instructor (skills for child care including infant CPR)			
Volunteer Services (administration, communications, records management)			
COMMITTEE & DEPARTMENT PARTICIPATION Indicate as above.	Daytime	Evenings	Weekends
Audit			
Board Development			
Board of Directors			
Club Red			
Education & Training			
Emergency Services			
Facility & Technology			
Finance			
Human Resources			
Marketing			
Nursing			
Programs & Services			
Public Affairs			
Resource Development			

Volunteer Services			
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BACKGROUND INFORMATION

Have you ever been convicted of a felony or misdemeanor? YES NO
 (This will not automatically disqualify you from the volunteer program, but a false statement will) If yes, please attach an explanation to this application including the nature of the offense, date of conviction and whether you have completed any sentence.

DISCLOSURE STATEMENT

I have given the above information voluntarily, and I certify that all statements and representations are true and complete. I understand that if I am admitted as a volunteer, false or incomplete statements or any misleading or incorrect information given on this application shall be considered sufficient cause for dismissal.

I authorize the American Red Cross of Central Texas to contact any of my previous organizations and employers, as well as any credit or reference source in order to verify the information that I have furnished regarding my qualifications. I hereby release from liability all persons and organizations furnishing references or other information concerning me.

I understand that I am not an employee and therefore will not receive monetary compensation for my services as a volunteer. I agree to abide by the volunteer personnel policies and procedure of the American Red Cross of Central Texas and the American Red Cross Code of Conduct (see following).

American Red Cross Code of Conduct

No volunteer or paid staff member shall:

1. Authorize the use of, or use for the benefit or advantage of any person, the name, emblem, endorsement, services, or property of the American Red Cross, except in conformance with American Red Cross policy.
2. Accept or seek, on behalf of himself or herself, or any other person, any financial advantage or gain of other than nominal value which may be offered as a result of the volunteer's or paid employee's affiliation with the American Red Cross.
2. Publicly utilize any American Red Cross affiliation in connection with the promotion of partisan politics, religious matters, or positions on any issue not in conformity with the official position of the American Red Cross.
3. Disclose any confidential American Red Cross information that is available solely as a result of the volunteer's or paid employee's affiliation with the American Red Cross to any person not authorized to receive such information, or use to the disadvantage of the American Red Cross any such confidential information, without the express authorization of the American Red Cross.
4. Knowingly taking any action or make any statement intended to influence the conduct of the American Red Cross in such a way as to confer any financial benefit on any person, corporation, or entity in which the individual has a significant interest or affiliation.
5. Operate in any manner that is contrary to the best interests of the American Red Cross.

Applicant Signature: _____ Date: _____

NOTE: A *Volunteer Handbook* will be issued following a successful placement. You will then be asked to sign this acknowledgement of receipt and agreement to follow the policies and procedures.

Date handbook received:	Volunteer signature:
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