

# JVS APPLICATION FOR VOLUNTEER SERVICES

Please return to Sharon Zammuto,  
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TODAY'S DATE \_\_\_\_\_

NAME \_\_\_\_\_  
Last First MI

ADDRESS \_\_\_\_\_  
Street City State Zip

TELEPHONE (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
Home Business

CELL # ( ) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

Person to Notify in Emergency \_\_\_\_\_ Relationship \_\_\_\_\_

Home Phone(\_\_\_\_) \_\_\_\_\_ Business Phone (\_\_\_\_) \_\_\_\_\_

**EDUCATION** Are you currently a student? Y / N

High School \_\_\_\_\_ Year of Graduation \_\_\_\_\_  
Mo/Yr

College \_\_\_\_\_ Year of Graduation \_\_\_\_\_  
Mo/Yr

Area of Study \_\_\_\_\_

Other \_\_\_\_\_ Year of Graduation \_\_\_\_\_  
Mo/Yr

Area of Study \_\_\_\_\_

**Employment** Status:( ) Full Time ( ) Part Time ( ) Not Currently Employed ( ) Retired

Current employment \_\_\_\_\_ From \_\_\_\_\_

Position held \_\_\_\_\_ Supervisor \_\_\_\_\_

City employed \_\_\_\_\_

Previous employment \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Position held \_\_\_\_\_ Reason for leaving \_\_\_\_\_

**LANGUAGES SPOKEN** \_\_\_\_\_

**How did you hear about volunteer opportunities at JVS?**

\_\_\_\_\_

**Previous Volunteer Experience (where, when, what kind?)** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Why do you want to volunteer at Jewish Vocational Service?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Days Available:	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	Morning		Afternoon			Evening	
Times Available:							
Program Interest:							

**Optional:** (circle one)

Gender: Male      Female

Race: African-American      Native American      Asian-American      Latino

White      Other

Are you Jewish?      Do You Have A Disability?

**Are you interested in making a donation to JVS?**

Yes \_\_\_\_\_ No \_\_\_\_\_ Maybe, but not at this time \_\_\_\_\_

If **YES** the Development department will contact you.

If you know someone who may be interested in learning more about, or helping to support JVS, please list the person's name(s) and contact information:

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

**Thank you!**

*I certify the above information is correct and agree to abide by the guidelines of the Volunteer Department of Jewish Vocational Service and respect the clients with whom I work.*

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

### **SKILLS/INTERESTS**

Please check all that apply if you have either experience or an interest in the following volunteer opportunities:

#### **1.) Teaching or Tutoring:**

\_\_\_\_\_ Basic Math (Preparation for MCAS)

\_\_\_\_\_ ESOL/Literacy

\_\_\_\_\_ Reading and Writing

\_\_\_\_\_ Computers:

Please list your computer knowledge below: "B" for Beginner, "I" for Intermediate, or "A" for Advanced

Word \_\_\_\_\_ Excel \_\_\_\_\_ Power Point \_\_\_\_\_ Access \_\_\_\_\_

Microsoft Outlook: \_\_\_\_\_ Internet Research \_\_\_\_\_

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

2.) **Job Readiness Development:**

\_\_\_\_\_ Job Search Skills: interview practice, resumes, Internet job search

\_\_\_\_\_ Mentoring

\_\_\_\_\_ Vocational Skills Testing and Evaluation

\_\_\_\_\_ Career Counseling

\_\_\_\_\_ Educational Advising

\_\_\_\_\_ Giving Speeches/Presentations

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

3.) **Administration/Clerical**

\_\_\_\_\_ Data Entry

\_\_\_\_\_ Answering Phones/Reception Duty

\_\_\_\_\_ Office Machines

\_\_\_\_\_ Event Planning

\_\_\_\_\_ Human Resources

\_\_\_\_\_ Computer Skills

Please list below “B” for Beginner, “I” for Intermediate, “A” for Advanced Computer Knowledge:

Word \_\_\_\_\_ Excel \_\_\_\_\_ Power Point \_\_\_\_\_ Access \_\_\_\_\_

Internet Research \_\_\_\_\_

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

4.) **Marketing/Development**

\_\_\_\_\_ Graphic Design

\_\_\_\_\_ Posters and Creative Projects

\_\_\_\_\_ Photography

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

5.) **Other Skills** – please describe (i.e. accounting, image consulting, dance, theatre, creative writing, etc.)

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