



# Application for Internship and Volunteers

## PERSONAL INFORMATION

Name:

Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Mobile Phone:

Email:

Why are you interested in volunteering?  Personal interest  Educational/School Experience

Age  over 18  under 18

Have you ever worked  Yes or  No, or currently working for

Do you have a valid driver's license?

Type? (manual, auto, light rigid, bus)

Do you have a car available for use while volunteering?

## EXPERIENCE AND EDUCATION

What is your educational/training background?

What is your employment history?

Have you had any previous experience as a volunteer? If so, with what organizations, and what kind of work did you do?

## CAPACITY TO VOLUNTEER

How long can you commit to volunteering?  One time  occasionally  3-6 months

6 months or more  Other (please specify)

What days are you available? Mondays Tuesdays Wednesdays Thursdays Fridays  
Saturdays Sundays

What times are you available? Mornings Afternoons Evenings

Do you prefer to work (check all that apply) Directly with clients  Behind the scenes

Computers  Maintenance  No preference

**HOBBIES/INTERESTS:**

Skills you would like to use while volunteering:

Other languages you speak \_\_\_\_\_ Basic Conversational Fluent

\_\_\_\_\_ Basic Conversational Fluent

Do you have any special needs or restrictions we should be aware of?:

Date you can begin service:

**CRIMINAL HISTORY**

All paid and volunteer positions at YPA require a Criminal History check. Conviction will not necessarily disqualify you from participating.

Have you ever been convicted of a felony? Yes No

If yes, explain.

**BLUE CARD**

All paid and volunteer positions at YPA require a current Blue Card, do you have current Blue Card?

Yes  No

If yes, do you have a Volunteer or Paid Blue Card?

**PLEASE DESCRIBE IN 3-5 SENTENCES WHY YOU WANT TO BE A VOLUNTEER**

Why, at this particular time in your life have you chosen to volunteer with us? What do you hope to gain from being a volunteer?

*Young People Ahead Youth and Community Services Inc considers applicants for internships/volunteering without regard to sex, race, age, religion, national origin, veteran or marital status, or any other legally protected status.*

**AUTHORIZATION AND AGREEMENT BY APPLICANT**

1. I certify that the facts set for in this volunteer application are true and complete to the best of my knowledge. I understand that any false statement, omission or misrepresentation in my application or placement interview may result in the rejection of my application or discharge from the volunteer program.
2. I consent to having YPA complete a criminal background check prior to volunteering.
3. I agree to complete a drug screening and TB screening requirements relevant to the position for which I am applying

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature (required if less than 18 years of age)      Date

**DRUG AND ALCOHOL TESTING CONSENT**

Young People Ahead Inc recognizes the costs to society and to individuals from drug and alcohol use. The organisation maintains a firm commitment to strive to provide reliable service to its clients and a safe and healthy work environment for its interns/volunteers. While the vast majority of interns/volunteers are not involved with alcohol abuse or illegal drugs, those who are can have an adverse impact on the workplace, as well as their own job performance. To meet our obligations the following policy has been adopted and will be enforced:

1. YPA prohibits the unlawful use, sale, possession, manufacture, distribution, or being under the influence of alcohol, drugs or any controlled substance, on Agency property, in the presence of Agency clients, while on duty, during rest periods and break periods, while operating an Agency vehicle or attending an Agency-sponsored event.
2. Interns/Volunteers who violate this prohibition will be subject to disciplinary action, up to and including termination. Nothing in this policy restricts YPA's right to terminate an intern/volunteer at any time, with or without notice, for any reason not expressly prohibited by law.
3. YPA retains the right to require any intern/volunteer to take actions and get drug and/or alcohol testing for reasonable suspicion or following an accident in which there is injury to persons or damage to property.
4. Interns/volunteers must abide by the terms of this statement and must notify the employer of any criminal drug conviction within five days of the conviction if workplace conduct is involved.

I have read and understand the Drug Free Workplace Compliance Statement.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature (required if less than 18 years of age)      Date