VOLUNTEER APPLICATION

Thank you for your interest in serving with RFM. Please complete all sections that apply.

1. Applicant Information

Name _____ Phone _____
Address _____ Email _____
City / State / ZIP _____ Preferred Contact: ☐ Call ☐ Text ☐ Email _____
Occupation / Role _____ Employer / Agency _____
Emergency Contact_____ Phone _____

2. Volunteer Experience

Have you volunteered before? ☐ Yes ☐ No

Organization _____ Approx. Dates _____
Duties / responsibilities:

_____

_____

3. Why RFM?

Why are you interested in becoming a volunteer with Riverbend Family Ministries?

_____

_____

_____

4. Working With People

Do you have experience working with people experiencing crisis, stress, poverty, homelessness, or other difficult circumstances?

☐ Yes ☐ No ☐ Some experience

If yes, please briefly explain:

_____

_____

5. Special Skills

List professional, personal, educational, trade, technical, creative, or specialized skills that could benefit RFM:

_____

YOUR VOLUNTEER INTERESTS

Please check ALL areas that interest you, then identify your top three choices.

6. Volunteer Positions / Areas of Interest

☐ Shower & Laundry Services	☐ Client Resource Navigation
☐ Client Intake / Greeting	☐ Front Desk / Reception
☐ Answering Phones	☐ Administrative / Clerical
☐ Computer / Data Entry	☐ Cleaning & Sanitation
☐ Donation Sorting & Organization	☐ Inventory / Supply Organization
☐ Maintenance / Repairs	☐ Landscaping / Yard Work
☐ Community Outreach	☐ Fundraising
☐ Marketing / Social Media	☐ Design / Content Creation
☐ Special Events	☐ Community Christmas
☐ Volunteer Recruitment / Support	Other: _____

7. Choose The Top 5 Volunteer Positions You Are Interested In (1 Being Most Interested)

____ Shower/Laundry ____ Client Resource Navigation ____ Clerical/Phones ____Date Entry ____Community Outreach

____ Cleaning/Sanitation ____ Donation Sorting/Organization ____Maintenance/Repairs ____ Special Events

8. Client Interaction

☐ Prefer little/no client interaction	☐ Comfortable greeting and assisting clients
☐ Comfortable working directly with clients	☐ Interested in one-on-one resource navigation
☐ Comfortable in stressful/difficult situations	☐ Open to any assignment

9. Skills & Experience

Mark your level of experience for each skill.

Skill / Area	Experienced	Some Experience	Willing to Learn
Customer Service / Public			
Administrative / Office			
Computer / Data Entry			
Answering Phones			
Resource Navigation			
Working With People in Crisis			
Advocacy / Client Support			
Cleaning / Sanitation			
Organization / Inventory			
Maintenance / Repairs			
Construction / Handyman			
Landscaping / Yard Work			
Event Planning			
Fundraising			
Marketing / Social Media			
Photography / Videography			
Graphic Design			
Teaching / Training			
Food / Hospitality			
Other			

AVAILABILITY & COMMITMENT

10. How Often Would You Like to Volunteer?

☐ One-Time / Specific Project	☐ Occasional — when my schedule allows
☐ Monthly	☐ Biweekly / Every Other Week
☐ Weekly / Regular Ongoing	☐ Multiple Times Per Week
☐ Seasonal / Special Events Only	☐ Flexible / Open to Opportunities

11. Approximate Time Commitment

☐ 1–2 hours per month	☐ 3–5 hours per month
☐ 6–10 hours per month	☐ 10+ hours per month
☐ 1–3 hours per week	☐ 4–6 hours per week
☐ 7+ hours per week	☐ Varies / Flexible

12. Regular Availability

List the times you are generally available. This does not guarantee a volunteer shift.

Day	Available Times	Preferred / Notes
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

13. Special Events & Short-Term Opportunities

Would you like to be contacted about special events, seasonal projects, or short-term volunteer opportunities?

☐ Yes ☐ No ☐ Maybe, depending on the opportunity

☐ Community Christmas	☐ Donation Drives
☐ Fundraising Events	☐ Community Outreach
☐ Building Clean-Up / Work Days	☐ Seasonal Projects
☐ Client Appreciation Events	☐ Event Setup / Tear Down
☐ Event Registration / Check-In	☐ Food / Hospitality
☐ Other:	

Would you be willing to help with an occasional last-minute volunteer need? ☐ Yes ☐ No ☐ Maybe

Would you like to be contacted to volunteer during day time warming center activations? ☐ Yes ☐ No ☐ Maybe

14. Volunteer Preferences

Are there any duties, environments, or assignments you would prefer NOT to perform?

_____

_____

15. Additional Information

Anything else you would like us to know about your interests, availability, or volunteer goals?

_____

VOLUNTEER AGREEMENTS

16. Background Check Disclosure & Authorization

I understand that my acceptance as a volunteer at Riverbend Family Ministries is subject to a favorable routine inquiry of law enforcement records. I attest that the information I have supplied is true to the best of my knowledge. I understand that providing false information may be grounds for dismissal from Riverbend Family Ministries' volunteer services.

Applicant Name _____ Date _____

Applicant Signature _____ Date _____

17. Volunteer Confidentiality Agreement

Riverbend Family Ministries requires that all information gained through services with our organization be treated confidentially. Discussing confidential information with people who are not authorized RFM volunteers or staff can undermine trust and may jeopardize the safety and well-being of participants, staff, and volunteers. I agree not to divulge confidential information during or after my service with RFM. I understand that a breach of confidentiality may result in immediate dismissal from volunteer service.

Volunteer Signature _____ Date _____

Staff Signature _____ Date _____

18. Volunteer Policies & Procedures Agreement

I have read and understand the policies and procedures presented to me in the RFM volunteer training materials and handbook. I indicate my willingness and intent to abide by these policies and procedures while volunteering with Riverbend Family Ministries.

Volunteer Signature _____ Date _____

Staff Signature _____ Date _____

19. Staff Use Only

Item	Date	Result / Notes	Staff Initials
Application Reviewed			_____
Police Check			_____
DCFS Check (if applicable)			_____
Orientation / Training			_____
Volunteer Placement	_____	_____	_____

Thank you for your willingness to serve the community through Riverbend Family Ministries.