

# Volunteer Application

## I. Personal Profile

Application Date: \_\_\_\_\_  
First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Title (Mr., Mrs., Ms.): \_\_\_\_\_  
Home Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Would you like our e-mail newsletter? (Circle one): Yes No  
Please provide the names and contact information for two personal references we may contact:  
\_\_\_\_\_

## II. Tell us a little more about you!

1. Do you have a community service requirement that you need to fulfill?  No  Yes  
If yes, number of hours: \_\_\_\_\_ To be completed by (date): \_\_\_\_\_  
Hours are required for:  School  Court\*  Religious or service group  Other \_\_\_\_\_  
\*Island Harvest accepts court referrals for mandated community service, but we cannot accommodate all candidates. Please request a copy of our Mandated Community Service guidelines.
2. How did you hear about Island Harvest?:  Newspaper  Radio  TV  Internet/Web site  
 Work  School  Mail  Friend \_\_\_\_\_  Other \_\_\_\_\_
3. Please describe your previous and current volunteer activities, including organization names and your responsibilities: \_\_\_\_\_
4. Please list any skills that may relate to your commitment to us or that you wish to use as a volunteer: \_\_\_\_\_
5. Day(s) Available:  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday  
Hours Available:  Morning  Afternoon  Evening  Specific hours \_\_\_\_\_
6. Favorite Radio Station? \_\_\_\_\_ Restaurant? \_\_\_\_\_ Newspapers? \_\_\_\_\_
7. Are you affiliated with a business, school, group or organization that might be interested in becoming involved with Island Harvest?:  Yes  No If yes, how are you connected? \_\_\_\_\_  
Affiliation Name: \_\_\_\_\_  
Affiliation Address: \_\_\_\_\_  
City \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Affiliation Phone: \_\_\_\_\_ Affiliation E-Mail: \_\_\_\_\_
8. What else would you like us to know about you? \_\_\_\_\_

**Over, please. Signature required on other side!**





### III. Please check all the volunteer opportunities that interest you!

#### • **Weekly Food Run\***

Each week you will pick up donated food from a commercial food donor and deliver it to a nearby Island Harvest agency. This position requires a car, a weekly commitment, and some lifting (up to 30 pounds). Most runs take about an hour.

#### • **“On-Call” Food Run\***

If you cannot make a weekly commitment but are flexible and can work on short notice, you can help out when a volunteer cannot make his/her scheduled run or when we receive last minute donations.

#### • **Supply Run\***

Deliver Island Harvest food containers to registered food donors. Requires a monthly commitment.

#### • **Warehouse Assistant**

Assist the warehouse coordinator with inventory control, off loading and loading vehicles. Help with the distribution of food to our member agencies. Assist with clean up and garbage disposal. Able to lift between 40-60 pounds.

#### • **Van Drivers and Truck Assistants\***

Drive one of our commercial vans or help pick up and deliver food on one of our refrigerated trucks. This position requires a commitment of two full weekdays per month; you must be able to lift up to 50 lbs.

#### • **Field Representative**

Help us expand our network of food donors and member agencies! You'll help educate potential donors about our programs and the advantages of donating excess food to Island Harvest, and help us identify community-based organizations that can benefit from our services.

#### • **Plan a Food Collection or Fundraiser**

Have a food collection campaign at your school, club or office, or organize a bake sale, car wash, or other activity to raise funds for Island Harvest. Ideal for children and adults. Call for more details.

#### • **Special Events**

Help at events such as food shows, concerts, fairs and large food drives. Weekday, evening and weekend opportunities are available.

#### • **Office Volunteer**

Help with data entry, phones, and administrative and clerical tasks in our Mineola office or Uniondale warehouse. Opportunities are available in our development, volunteer coordination and program services departments. Office hours are 9-5, Monday-Friday in Mineola.

#### • **Speakers Bureau**

Join us in speaking at LI schools, civic organizations and other groups about hunger awareness, nutrition and the food rescue work of Island Harvest. All speakers will be trained and scheduled in advance.

#### • **Donate Your Expertise**

Island Harvest can use your specialized skills and services. Help is needed, but not limited to areas such as carpentry, truck repair and maintenance, painting, advocacy, graphic arts, public relations and information technology...you can also support Island Harvest through direct contributions and donating in-kind gifts.

*\*When picking up food in either your own vehicle or an Island Harvest vehicle you MUST have a valid NYS Driver's License. You will be asked to provide the following information:*

- Copy of Driver's License
- Copy of auto insurance policy
- Abstract of driving record (MV15/c. Visit <http://www.nydmv.state.ny.us/abstract.htm#HOWTO>)

### IV. Emergency Contact Information

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Parental Consent/Signature (required if volunteer is a minor – under 18): \_\_\_\_\_

#### **PLEASE READ AND SIGN THE FOLLOWING. UNSIGNED APPLICATIONS WILL NOT BE PROCESSED. THANK YOU!**

Confidentiality Agreement: I agree to keep all Island Harvest information including, but not limited to Names, Addresses, Phone Numbers, Donor and Financial Information, confidential. I also agree not to use my affiliation with Island Harvest for any unauthorized personal use and/or gain. Please Initial Here: \_\_\_\_\_

I confirm that all information on this application is true, and agree to observe all Island Harvest rules and regulations. I understand that I may be required to attend an orientation and training session and that my completed application does not guarantee me a volunteer assignment.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_