



VOLUNTEER REGISTRATION FORM

Office Use Only
Program:
Site:
Day(s):
Time:

Date

Name Email:

Phone Number (cell) (home) (Work)

Address

Birth date

What is your current occupation?

Are you or have you ever been a member of the military?

Are you a student? If so, where/what year?

How did you find out about us? (Please be specific)

Why are you interested in volunteering with Aspire!?

Have you volunteered previously? If so, where/when?

Have you worked with children and/or youth before? If so, where/when?

Please list any special interests, talents, or hobbies you have that may benefit the children & families at Aspire!. (i.e. arts & crafts, drama, computer, science, sports, etc.)

May we add you to Aspire!'s Google group / listserve? (This list will be used to share important information – including program updates, schedule changes, and more – with active volunteers. It is also a forum for active volunteers to interact with each other.) Yes No

May we add you to our mailing list so you can receive our newsletter? Yes No

Please list one adult (non-relative) reference

Name:
Phone:
Email:
Relationship to you:



VOLUNTEER AGREEMENT

*I agree to commit to volunteering at Aspire! Afterschool Learning on the following day(s) of the week:

Hours:

Monday:	
Tuesday:	
Wednesday:	
Thursday:	
Friday:	

Start date _____ **End date** _____

Program: Learning ROCKS! Afterschool Summer Camp

Site: Arlington Mill Virginia Gardens Buchanan Gardens

As a volunteer with Aspire! Afterschool Learning:

- I agree to have Aspire! Afterschool Learning perform a criminal background check on me and pay the fee of \$20.00** to do so. (Not applicable if volunteer is under 18 years of age.)
- I have read Aspire! Afterschool Learning’s Volunteer Guidelines, Roles, & Responsibilities and agree to adhere to them.
- I recognize the right of Aspire! Afterschool Learning to terminate the services of any volunteer at any time if they deem the volunteer/program relationship is not successful.
- I agree to give the Volunteer Coordinator and/or my site supervisor as much advance notice as soon as possible if I cannot keep my volunteer time.

Volunteer’s Name Signature

Date

Signature of Parent/Guardian (if under 18 years old)

Date

Staff Signature

Date



VOLUNTEER RELEASE FORM

VOLUNTEER ACTIVITY RELEASE

As a part of being given clearance to work as a volunteer for Aspire! Afterschool Learning, I, _____, accept sole responsibility for any injury that I may incur during the time in which I am working as a volunteer for Aspire! Afterschool Learning. I further hereby release Aspire! Afterschool Learning and its employees and agents from any and all claims or cause of action arising from any accident or injury I may suffer during the time in which I am volunteering, except for any claims or causes of action which arise from an accident or injury which is due to the negligence of Aspire Afterschool Learning.

Volunteer Name

Volunteer Signature

Date

Parent/Guardian Signature (if volunteer is under 18 years old)

Date

VOLUNTEER PRIVACY POLICY

Aspire! Afterschool Learning respects the privacy of all volunteers and staff. We collect personal contact information, demographics and volunteer interests. We also conduct criminal background checks on volunteers who are 18 or older, which contain personal identification information. We WILL NOT provide your personal identifying information (e.g., name, contact information or volunteer information), or the results of your background check to third parties unless you indicate otherwise. We collect this information for internal use only.

By signing below, I acknowledge that I have read and understood Aspire! Afterschool Learning's Volunteer Privacy Policy.

Volunteer Name

Volunteer Signature

Date

Parent/Guardian Signature (if volunteer is under 18 years old)

Date

PHOTO RELEASE

I give Aspire! permission for any responsible use of photographs taken at Aspire! sponsored events in which I appear. I understand that the photographs may be used in displays, publications, or sent to the press for publication in a newspaper or use on television.

Volunteer Name

Volunteer Signature

Date

Parent/Guardian Signature (if volunteer is under 18 years old)

Date



BACKGROUND INVESTIGATION CONSENT

I, * _____, hereby authorize **Aspire! Afterschool Learning**, and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for employment now and, if applicable, during the tenure of my employment/volunteering with **Aspire! Afterschool Learning**.

I release **Aspire! Afterschool Learning** and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name and all information contained herein is true and correct to the best of my knowledge:

* _____ * _____
Applicant/Employee Name and Signature Date

* _____ - _____ - _____ * _____
Social Security Number * Date of Birth

*NOTE: The above information is required for identification purposes only, and is in no manner used as qualifications for employment. **Aspire! Afterschool Learning** is an Equal Opportunity Employer, and does not discriminate on the basis of Sex, Race, Religion, Age (40 and over), Handicap or National Origin.

*Printed Name _____

*Street Address _____

*City, State, Zip _____

CA, MN & Oklahoma Residents please note: In connection with your application for employment, your credit report will be obtained and reviewed. Under CA & MN law, you have a right to receive a free copy of your credit report by checking the appropriate box below. Your credit report will be mailed to you by the credit bureau. Under Oklahoma law, you have the right to receive a free copy of your consumer report.

- ___ YES, I am a California resident and would like a free copy of my credit report; or
- ___ YES, I am a California resident and would like a free copy of my investigative consumer report
- ___ YES, I am a Minnesota resident and would like a free copy of my consumer report.
- ___ YES, I am an Oklahoma resident and would like a free copy of my consumer report.

Employer please note: If the consumer checks "Yes" regarding the consumer report, or if a CA consumer checks "Yes" regarding the credit report (and you do request a credit report, please fax this form to your ChoicePoint service center. If consumer checks "Yes" regarding the full consumer report, and consumer resides in CA, you will need to provide the individual with a copy of their consumer report.

Account Number: _____



VOLUNTEER REFERENCE RELEASE

I acknowledge that I have been informed that it is Aspire! Afterschool Learning's general policy to disclose in response to a prospective employer's request only the following information about current or former employees: (1) the dates of employment, (2) descriptions of the jobs performed, and (3) salary or wage rates.

By signing this release, I am voluntarily requesting that Aspire! Afterschool Learning depart from this general policy in responding to reference requests from any prospective employer that may be considering me for employment. I authorize Aspire! Afterschool Learning to disclose to such prospective employers any employment-related information that Aspire! Afterschool Learning, in its sole discretion and judgment, may determine is appropriate to disclose, including any personal comments, evaluations, or assessments that Aspire! Afterschool Learning may have about my performance or behavior as an employee.

In exchange for Aspire! Afterschool Learning's agreement to depart from its general policy and to disclose additional employment-related information pursuant to my request, I agree to release and discharge Aspire! Afterschool Learning and Aspire! Afterschool Learning's successors, employees, officers, and directors for all claims, liabilities, and causes of action, known or unknown, fixed or contingent, that arise from or that are in any manner connected to Aspire! Afterschool Learning's disclosure of employment-related information to prospective employers. This release includes, but is not limited to, claims of defamation, libel, slander, negligence, or interference with contract or profession.

I acknowledge that I have carefully read and fully understand the provisions of this release. I further acknowledge that I was given the opportunity to consult with an attorney or any other individual of my choosing before signing this release and that I have decided to sign this release voluntarily and without coercion or duress by any person.

This release sets forth the entire agreement between Aspire! Afterschool Learning and me, and I acknowledge that I have not relied upon any representation or statement, written or oral, not set forth in this document.

Print Name

Volunteer Signature

Date

Parent/ Guardian Signature (if volunteer is under the age of 18)

Date

Executive Director Signature

Date