



PlaySteps for Developing Kids, LLC
849 Menlo Ave
Menlo Park, CA 94025
Phone: 650-323-0805
Fax: 650-323-5262
Jeff Marks, OTR/L, Director

VOLUNTEER APPLICATION

Applicant Information

Applicant Name: _____
Address: _____
City/State/ZIP: _____
Number of years at this address: _____
Email: _____
cell phone: _____

Emergency Contact

Who should be contacted if you are involved in an emergency?

Contact Name: _____
Relationship to you: _____
Address: _____
City/State/ZIP: _____
cell phone: _____

How did you hear about or who referred you to PlaySteps? _____

When are you available and when would you like to get started?

Are there other scheduling constraints we should be aware of?

How many hours per week and total hours are you looking for?

When will you be applying for OT school?

(continue to next page)

Applicant's Skills & Background

Please list any skills you think would be helpful in this setting.

Please list your experience assisting or working with children.

Applicant's Current or Most Recent Employment

Employer Name: _____
Supervisor Name: _____
Address: _____
City/State/ZIP: _____
Job Duties: _____
Dates of Employment (Month/Year): _____

Applicant's Education and Training

College/University Name(s)

Did you receive a degree? _____ Yes _____ No
If yes, degree received _____

High School/GED Name and Address

Did you receive a degree? _____ Yes _____ No

Other Training (graduate, technical, vocational)

Awards, Honors, Special Achievements

(continue to next page)

References

List any two people who would be willing to provide a reference for you.

Name: _____
Address: _____
City/State/ZIP: _____
Telephone: _____
Relationship: _____

Name: _____
Address: _____
City/State/ZIP: _____
Telephone: _____
Relationship: _____

Please provide any other information that you believe should be considered:

CERTIFICATION

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application.

I authorize PlaySteps to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, and attendance. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

APPLICANT SIGNATURE

DATE

Parking: Parking is limited in the back of the building. If the lot is filled you will need to find street parking, much of which is two-hour parking and Menlo Park is quick to ticket cars parked beyond the two hour limit. You will want to move your car before two hours have passed or find a parking space without the time limit.

Dress code: Business casual is our style. We ask for no jeans, shorts or flip flops. Shoes are removed for sessions, so please bring socks to wear if they aren't already part of your outfit. Thank you!

Please email your completed application to office@play-steps.com. Thank you!