



VOLUNTEER APPLICATION

Only for Volunteer positions.

Our Mission is:

The *mission* of Native Americans for Community Action, Inc. is to empower and advocate for Native people and others in need to create a healthy community based on Harmony, Respect, and Indigenous values.

Native Americans for Community Action, Inc. (NACA), encourages the participation of people who wish to support our mission. Orientation and screening through NACA are required for volunteer positions. All potential volunteers will be interviewed prior to placement. If you agree with the state mission and are willing to be interviewed, we encourage you to complete and submit this volunteer application. The information you provide here will help us find the most satisfying and appropriate volunteer assignment(s) for you.

Thank you for your interest in Native Americans for Community Action, Inc. (NACA).

PLEASE PRINT

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Gender: (optional) Male (M) Female (F) Birth Date: (optional) _____

Age: (check one) 18 & older *under 18 (requires parent/guardian consent)

EMERGENCY CONTACT INFORMATION

Name: _____ Relationship: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____

Employer: _____

Please tell us why you are interested in becoming a NACA Volunteer? _____

Are you required to do community service? Yes No

If yes, please explain: _____

I would like to volunteer _____ hours per week or _____ hours per month. *(Teens are limited to no more than four (4) hours per week unless otherwise approved.)*

Please indicate which days/times you would prefer to volunteer:

Monday: _____ Tuesday: _____ Wednesday: _____

Thursday: _____ Friday: _____ Saturday: _____

Sunday: _____ Other: _____

Do you have any difficulties standing, lifting, or have other physical restrictions? Yes No

If yes, please explain: _____

Describe any work experience and/or previous volunteer work. _____

Are you proficient in any language(s) other than English? Yes No Speak Read Write

If yes, what other language(s): _____

Are you meeting a class requirement for volunteer hours? Yes No

If yes, what is the number of hours required: _____ Completion Date: _____

Have you been court ordered to do community service? Yes No

Have you ever been arrested for or charged with a crime involving a child? Yes No

If yes, please provide a description of the disposition of the arrest or charge: _____

Have you ever been arrest for or charged with:

1. Theft offense Yes No

2. Drug/Alcohol offense Yes No

3. Other/s Yes No Please list: _____

Liability Release & Waiver: I, the undersigned, understand that my participation with NACA is strictly on a volunteer basis. I understand that there are inherent risks associated with my volunteer activities.

In exchange for NACA's agreement to allow me to participate as a Volunteer, I hereby release NACA, including its officers, agents, and employees, from any and all claims of liability of any kind whatsoever including, but not limited to, claims of negligence and/or injury to me arising out of my participation in NACA. I understand that by signing below, I am waiving any and all claims of liability including, but not limited to, claims of negligence and/or injury to me, against NACA, its officers, agents, and employees, arising out of my participation in the NACA Volunteer program.

Signature: _____ Date: _____

MINOR CONSENT: I, _____ give consent for
(Parent or Guardian)
_____ to volunteer with NACA.
(Minor's Name)

Parent/Guardian Signature (if under 18): _____ Date: _____

VOLUNTEER AGREEMENT

As a volunteer with Native Americans for Community Action, Inc. (NACA), I agree to:

- Hold absolutely all confidential information that I may obtain, directly or indirectly, concerning clients and staff. I agree not to seek to obtain confidential information from a client. I understand that an intentional or unintentional violation of confidentiality may result in disciplinary action, including termination of this agreement and/or possible legal action by other (e.g., clients, customers, etc.)
- Be available to volunteer for minimum of three (3) months and fifty (50) hours.
- Become familiar with NACA Policies and Procedures, and uphold their philosophy, and standards. I will seek clarification from my assigned program coordinator or staff whenever necessary.
- Donate my services to NACA without contemplation of compensation or future employment.
- Be punctual and conscientious, conduct myself with dignity, courtesy, and consideration for others, and strive to make my work professional in quality.
- Maintain appropriate Volunteer attire and maintain a well-groomed appearance for all Volunteer assignments.
- Attend training whenever possible.
- Carry out my assignments in accordance with NACA training and seek assistance from Program Coordinator or NACA staff whenever necessary.
- Limit my activity to my assigned work area unless otherwise directed by the Program Coordinator.
- Communicate any job-related problems, concerns, differences of opinion, conflicts, or suggestions only to the Program Coordinator.
- adhere to sign-in and scheduling procedures.
- Notify the Program Coordinator when I am unable to work as scheduled.
- Notify the Program Coordinator if I choose to discontinue my volunteer services with NACA.

I understand that NACA reserves the right to terminate my Volunteer status as a result of any of the following:

- Failure to comply with organizational policies, rules, and other regulations.
- Unsatisfactory attitude, work, or appearance.
- Any other circumstances which, in the judgement of the Program Coordinator or Chief Executive Officer, would make my continued services as a Volunteer contrary to the best interests of NACA.

I have read and understand each of the above conditions. My signature below indicates that I agree to comply with them.

Print Name

Signature

Date