

City of Plymouth • Volunteer Services

Volunteer Application



Adding Quality to Life

VOLUNTEER APPLICATION

Name _____
(LAST) (FIRST) (Middle Initial)

Address _____
(STREET) (CITY) (STATE) (ZIP)

Home Phone () _____ Work Phone () _____

E-mail _____ Cell Phone () _____

EMERGENCY CONTACT

Name _____ Relationship _____
(LAST) (FIRST)

Address _____
(STREET) (CITY) (STATE) (ZIP)

Home Phone () _____ Cell Phone () _____

EMPLOYMENT

Current Employer _____ Position _____ Dates _____

Past Employer _____ Position _____ Dates _____

EDUCATION

	Name of School	Location	Major
High School			
College/University			
Graduate School			

PLACEMENT INFORMATION

What organization(s) do you belong to? _____

List your past/present volunteer experiences: _____

What are your skills/hobbies? _____

List any special needs: _____

Why are you interested in volunteering for the City of Plymouth? _____

How did you learn about the City of Plymouth's Volunteer Program?

- | | | |
|---|---|--|
| <input type="checkbox"/> Plymouth News | <input type="checkbox"/> City of Plymouth's website | <input type="checkbox"/> Flyer |
| <input type="checkbox"/> Newspaper/Magazine | <input type="checkbox"/> Other City Volunteers | <input type="checkbox"/> Volunteer Match |
| <input type="checkbox"/> Channel 12 | <input type="checkbox"/> City Staff Member | <input type="checkbox"/> Other _____ |

AVAILABILITY TO VOLUNTEER:

Preferred Day(s): Su M T W Th F S Evening Weekend

How many hours per week are you available to volunteer? _____

REFERENCES

Please provide three personal, work or academic references with complete addresses.

1.
Name _____ Relationship _____
Address _____ Phone _____
City _____ State _____ Zip _____ E-mail _____
2.
Name _____ Relationship _____
Address _____ Phone _____
City _____ State _____ Zip _____ E-mail _____
3.
Name _____ Relationship _____
Address _____ Phone _____
City _____ State _____ Zip _____ E-mail _____

MISCELLANEOUS

Have you ever been convicted of a crime that may relate to the position for which you are applying?

YES ☐ NO ☐ If yes, please explain: _____

By signing below, I give my permission to check the references I have listed. I certify that the facts set forth in the volunteer application are true to the best of my knowledge. I understand that any falsification, misrepresentation or concealment of information on this application may be sufficient grounds for disqualification from further consideration for volunteering or immediate discharge and that the City of Plymouth shall not be liable in any respect if my volunteering is so denied or terminated. I understand that I am applying for a volunteer position and that I will not be paid in any way. I understand that a background check may be required for certain volunteer positions. If I am selected as a volunteer for the City of Plymouth, I give my permission for photo/video footage taken of me working as a volunteer to be used by the City of Plymouth for marketing purposes.

Date: _____ Signature: _____

If you have questions about any part of this application, please contact
the City of Plymouth's Volunteer Services at: 763-509-5230.

Volunteer Position Interest Inventory

Check all positions that interest you. Positions open to teens are so noted.

Clerical/Administrative (usually daytime, weekdays)

- ☐ Assembling packets
- ☐ Mailings
- ☐ Filing
- ☐ Photocopying
- ☐ Data entry/word processing
- ☐ Answering phones
- ☐ Making phone calls
- ☐ Senior Ambassador
- ☐ Front desk greeter
- ☐ Garden Wedding Rehearsal Coordinator (*Thursday evenings, May through September*)

Outdoor/Environmental

- ☐ Adopt-A-Park/Trail (*flexible, teens welcome*)
- ☐ Adopt-A-Storm Drain (*flexible, teens welcome*)
- ☐ Beach clean up (*flexible, teens welcome*)
- ☐ Millennium Garden Caretaker (*flexible, teens welcome*)
- ☐ Team Green Tree (*quarterly outdoor projects, teens welcome*)
- ☐ Special Recycling Days (*one Saturday in spring and fall*)
- ☐ Carpentry
- ☐ Painting
- ☐ General maintenance
- ☐ Meter reader (*weekdays*)
- ☐ Environmental Quality Fair (*weeknight in spring*)
- ☐ Special Park & Trail Clean Up Day (*Saturday in spring*)
- ☐ Shingle Creek Clean Up Day (*Saturday in spring*)
- ☐ Bare Root Tree and Shrub Sale (*Saturday in spring*)
- ☐ Spring and Fall Special Recycling Days (*Saturdays*)
- ☐ Flower Planting Day (*Saturday in spring*)
- ☐ E-team for other special environmental events or opportunities

Youth Programs

- ☐ Downhill ski chaperone (*Friday evenings or Sundays in winter*)
- ☐ "Lower Level" teen event chaperone (*day and/or evening*)
- ☐ T-ball coach (*two nights per week in May or June, teens 16 or older*)
- ☐ Soccer coach (*one weeknight and one Saturday per week in fall, teens 16 or older*)
- ☐ Flag football coach (*one weeknight and one Sunday per week in fall, teens 16 or older*)
- ☐ Rink Rat hockey coach (*one weeknight and one Sunday per week in winter, teens 16 or older*)
- ☐ Hockey game ticket taker (*weeknights and Saturdays in winter*)
- ☐ Open skate rink guard (*Friday evenings and Sundays in winter*)
- ☐ Firearm Safety instructor (*evenings, two sessions per year*)
- ☐ Babysitting Instructor Aide (*Friday evenings and Saturdays, 8-10 sessions per year*)
- ☐ Gymnastics aide (*Saturdays, teens welcome*)
- ☐ Juvenile diversion facilitator (*evenings, one hour a week for 10 weeks*)
- ☐ Summer Teen Volunteer Program

Volunteer Position Interest Inventory (Continued)

Check all positions that interest you. Positions open to teens are so noted.

Special Events (teens welcome)

- ☐ Fire & Ice Winter Festival (*first Saturday in February*)
- ☐ Little Sweetheart Ball (*Friday night in February*)
- ☐ Healthy Living Fair (*Sunday in spring*)
- ☐ Yard & Garden Expo (*Friday night and Saturday in spring*)
- ☐ Primavera Fine Arts Celebration (*Several days and evenings in spring*)
- ☐ Little Luau Ball (*Friday night in summer*)
- ☐ Autumn Art Fair (*Saturday in September*)
- ☐ Plymouth on Parade (*Saturday in fall*)
- ☐ Little Costume Ball (*Friday night in October*)
- ☐ Halloween at the Creek (*Halloween evening*)
- ☐ Old Fashioned Christmas (*first Sunday in December*)
- ☐ New Year's Eve Event

Police

- ☐ CERT (Citizen's Emergency Response Team) (*monthly meetings*)
- ☐ Explorers (*weekly meetings, teens welcome*)
- ☐ Reserves (*monthly meetings and patrol time*)
- ☐ Senior Corps
- ☐ TV Editor

Technology Projects (previous experience necessary)

- ☐ Crystal Reports
- ☐ My Sequel database
- ☐ Web design

Other

- ☐ Photographer (*flexible*)
- ☐ Graphic Design
- ☐ Plymouth Fine Arts Council (*monthly evening meetings*)
- ☐ Dial-A-Ride Ghost Riders (*flexible*)
- ☐ Metrolink Mystery Rider (*flexible*)
- ☐ Interpreter List language(s) _____

Be a part of the #1 Best Place to Live — volunteer for the City of Plymouth!

We're happy you want to be a part of the City of Plymouth's rewarding, exciting and diverse volunteer program.

We want a volunteer experience to be successful and meaningful for the City of Plymouth — and for you! Volunteering provides you with a unique opportunity to become familiar with the City's programs and offerings, and allows you to help shape our community in a positive way.

The integrity of the volunteer program requires that individuals will only be placed in volunteer positions where there is the best opportunity for success. This means that volunteer candidates need to possess the skills and personality that are compatible with each position. With these components in place, the volunteer experience will enrich the volunteer, staff and the City as a whole.

Volunteer positions are available weekdays, evenings and weekends. Regular weekday volunteers typically contribute 3 hours per week. Other volunteers, including those who work special events, may have a more flexible schedule. Please note that volunteers must be 14 years or older or accompanied by an adult.

You've already taken the first step toward becoming a volunteer. Your next step is to complete and return this application to us. When we've received it, we'll call you to set up a time to discuss your volunteer interests. If you haven't heard from us within two weeks, please call 763-509-5230 to make an appointment.

Please return to:



**City of Plymouth
Volunteer Services
3400 Plymouth Blvd
Plymouth, MN 55447**

volunteer@ci.plymouth.mn.us

www.ci.plymouth.mn.us