

**Jefferson County  
Division of Children, Youth and Families**

**Volunteer Application**

PRINT all information. If an item does not apply to you or the position for which you are applying print "N/A" meaning "Not Applicable." Resumes may be included with completed application. The applicant is required to sign and date the last page of this application. Please read carefully, sign and date.

**Information provided will be kept confidential.**

**Personal Information**

Applicant's Name \_\_\_\_\_  
Last Name First Name Middle Name

Applicant's Address \_\_\_\_\_  
Street Address City State Zip Code

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Email \_\_\_\_\_

Gender: M/F Birth date \_\_\_\_\_ Place of Birth (city,state) \_\_\_\_\_

License Number \_\_\_\_\_ State \_\_\_\_\_ Expiration date \_\_\_\_\_

How did you hear about the Volunteer Program? \_\_\_\_\_

**General Information**

1. Are you willing to submit to a background check, which includes a Colorado Bureau of Investigations Check, a Federal Investigations Check, and a Child Abuse and Neglect Background check?  Yes  No
2. Are you willing to submit a Motor Vehicle Record?  Yes  No
3. Have you ever been convicted of a felony?  Yes  No

If you answered Yes to question #3 please stop here as we are unable to consider you for volunteer opportunities with the Jefferson County Division of Children, Youth and Families.

**Employment/Volunteer History**

List your present and past employers or volunteer organizations for whom you have worked.

Present/Last Employer/Vol. Agency \_\_\_\_\_

Address (Street, City State): \_\_\_\_\_

Employment dates (mo/yr): From \_\_\_\_\_ to \_\_\_\_\_

Job Title: \_\_\_\_\_

Description of Job/Volunteer Duties:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Other Experience**

Please mark all of your skills:

- |  |                                     |   |
|--|-------------------------------------|---|
| <input type="checkbox"/> Fundraising     | <input type="checkbox"/> Tutoring   | <input type="checkbox"/> Event Planning       |
| <input type="checkbox"/> Clerical        | <input type="checkbox"/> Child Care | <input type="checkbox"/> Auto repair          |
| <input type="checkbox"/> Transportation  | <input type="checkbox"/> Research   | <input type="checkbox"/> Data Entry/ Computer |
| <input type="checkbox"/> Public Speaking | <input type="checkbox"/> Marketing  | <input type="checkbox"/> Translation          |

Are you bilingual Yes \_\_\_\_ No \_\_\_\_ If yes, please answer the following:

What language(s): \_\_\_\_\_

Can you read and write in the above listed languages: \_\_\_\_\_

Other skills or experience: \_\_\_\_\_

\_\_\_\_\_

**Education**

Type of School	School Name and Location	# of years attended	Did you graduate?	Degree/Major

**Volunteer Opportunities**

Please circle all the Volunteer Opportunities in which you are interested:

- Clerical
- Child Care
- Mentoring youth
- Mentoring families
- Tutoring
- Event Planning/Help
- Transportation
- Community Outreach
- Public Speaking
- Recruitment Events
- Committee work
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

Briefly state your motivations to become a Volunteer with Jefferson County Children, Youth and Families. Also include any special skills, talents, experience and qualifications that may be useful in volunteering.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References**

Please list two references of people whom we may contact or include reference letter(s):

Name	Address	Telephone #	Email	Length/Type of relationship

**Availability**

When are you available to start volunteering? \_\_\_\_\_

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
AM							
PM							

Thank you for your interest in Volunteering with the Jefferson County Children, Youth and Families Division. The Volunteer Coordinator will contact you to set up an interview upon receipt of your application.

I certify that all the information provided in this volunteer application is true and complete.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Return to Jefferson County Division of Children, Youth and Families, Volunteer Coordinator: Korina Keating, 900 Jefferson County Parkway, #230, Golden CO 80401. Or kkeating@jeffco.us