

# VOLUNTEER APPLICATION



APPLICANT INFORMATION							
Last Name		First		M.I.		Date	
Street Address				Apartment/Unit #			
City			State		ZIP		
Phone			E-mail Address				
Are you 18 Years old or older?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have a valid Washington State Driver's License?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If specialized, type of license	
Your Current Occupation							
Have you volunteered with a no-profit organization before?							
Please tell us about your experience...							

REFERENCES			
<i>Please list two references who will help us understand how we can best work together.</i>			
Full Name		Relationship	
Address		Phone	
Please describe how this reference knows of your skills / talents			
Full Name		Relationship	
Address		Phone	
Please describe how this reference knows of your skills / talents			

PLEASE TELL US HOW YOU WOULD LIKE TO VOLUNTEER TO HELP THE NEXT STEP AND OUR CLIENTS				
<i>(Type of Volunteer work or classes you can offer, e.g., guest reception, administrative, teaching computer classes, after school program)</i>				
I'd like to help the Next Step and the families and individuals we serve		Best Day(s)		Available times
Please describe how your training / experience will be used in the area of expertise you are offering				
Any additional information you would like us to have				

**THE FINE PRINT**

I certify that my answers are true and complete to the best of my knowledge.

I understand if this application leads to volunteer service, that false or misleading information in my application or interview may result in my release. I authorize Take the Next Step to request background information, including through the Washington State Patrol. I hereby release all parties and persons connected with the information request from claims, liabilities, and damages. If assigned volunteer service, I release Take the Next Step from any liability for future reference it might provide. I agree my volunteer service can be terminated without cause at my option or that of Take the Next Step.

Signature

Date

**BACKGROUND CHECK AUTHORIZATION**

I hereby provide Take the Next Step with information required to complete a background check with the Washington State Patrol. I authorize Take the Next Step to request background information and release all parties and persons connected with the information request from claims, liabilities, and damages.

Your full name as it appears on your Driver's License

Have you been known as, or used other names (including a maiden name)?

If so, please provide your maiden name, names, or aliases you have used.

Have you ever been convicted of, or plead guilty to, any crime(s)?

YES  NO

Are there any criminal charges pending against you regarding any crime(s) involving or against a minor?

YES  NO

If you answered yes to either of the above questions, please describe in full.

Date of Birth

Driver's License Number

State

Signature to authorize Background Check

Date

Thank you for working with us to offer friendship, help, and hope to our neighbors in need.

After completely filling in this form, please print the form and sign and date it in two (2) places:

1. Under "The Fine Print" to complete the application and
2. In Signature to authorize Background Check box

**PHOTO ID IS REQUIRED**

- You may provide a photocopy (front only) of your ID or scan or take a photo and email to [volunteer@ttns.org](mailto:volunteer@ttns.org).

Please mail, deliver to our Resource Center, fax, or scan and send as an attachment to an email to: [volunteer@ttns.org](mailto:volunteer@ttns.org).

We will be in touch with you soon.

Take the Next Step is both an equal opportunity employer and a faith-based religious organization. This means that we conduct hiring without regard to race, color, ancestry, national origin, citizenship, age, sex, marital status, parental status, membership in any labor organization, political ideology, or disability of an otherwise qualified individual. The status of Take the Next Step as an equal opportunity employer does not prevent the organization from hiring staff based on their religious beliefs, so that all staff share the same religious commitment.