



# Petaluma People Services Center Volunteer Application

## Contact Information

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

## Availability

During which hours are you available for volunteer assignments?

- Weekday mornings       Weekend mornings  
 Weekday afternoons       Weekend afternoons  
 Weekday evenings

## Interests

Tell us in which areas you are interested in volunteering

- Senior Kitchen       Senior Programs  
 Meals on Wheels       Senior Entertainment  
 Administration       Events  
 Fundraising       Yard Work

## Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

## Previous Volunteer Experience

Summarize your previous volunteer experience.

## Person to Notify in Case of Emergency

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

## Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

In California, failure to maintain client information as confidential is considered a violation of privacy. Volunteers are acting on behalf of PPSC and are therefore subject to the same requirements and laws regarding confidentiality as employed staff.

### Confidential information includes:

- The fact that a person is or has been a client of PPSC
- Any information given to the volunteer in confidence by the client
- Any information about the client, his/her problems and treatment or contact with the agency

### Confidentiality does not include:

- Suspected child abuse, elder abuse or intent to physically harm one's self or another person. (The volunteer coordinator should be called immediately if these issues arise).

### Basic principles of confidentiality:

- All information divulged by the client to an agency representative is held in the strictest of confidence; clients of PPSC are guaranteed this protection by California law.
- The volunteer should not communicate confidential information to anyone outside PPSC.
- Breach of confidentiality is sufficient grounds for termination of volunteer staff.

I have read and understand the above conditions. I shall make my best effort to fulfill my commitment to the PPSC by completing all assignments that I accept. I shall at all times uphold the mission of the agency. All information is to be held in the strictest of confidence.

Name (printed)	
Signature	
Date	

## Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.

*Petaluma People Services Center is dedicated to improving the social and economic health of our community by providing programs that strengthen the dignity and self-sufficiency of the individual.*