



“Your slogan”

Thank you for volunteering to support *Heart Gallery Name*.

Please read this document carefully, filling in all blanks and mail to:

Heart Gallery Name

Attn: *Contact name*

Address

Please keep a photocopy for your own records.

For questions call *Phone number* or email at *Email address*

***Heart Gallery Name* VOLUNTEER APPLICATION**

Name: Home Phone: _____

Address:

Employment/Position:

Phone:

E-mail:

Cell Phone:

Date:

1. How did you hear *Heart Gallery Name*?

2. In what areas of *Heart Gallery Name* would you consider volunteering your time/services? Circle all that apply.

- ✓ fundraising
- ✓ administrative
- ✓ research
- ✓ gallery calendar coordination
- ✓ phone calls

- ✓ publicity
- ✓ printing
- ✓ web design/maintenance
- ✓ accounting
- ✓ legal
- ✓ transportation
- ✓ professional photographer (separate application form)
- ✓ other

3. So that we can better match your talents, please describe your strengths:

Your weaknesses:

4. How much time per month do you anticipate volunteering with *Heart Gallery Name*?

5. What days of the week or times of the day would work best for you to volunteer for *Heart Gallery Name*?

6. Are you willing to make a minimum of a six-month commitment to this volunteer effort?

7. Are you comfortable taking instruction/direction from another?

(Note: volunteers for *Heart Gallery Name* may have direct contact with foster children and therefore must answer the following questions)

8. Please provide two personal character references, with phone contact information.

9. Would any of your professional or personal activities have the potential to create a conflict of interest when volunteering with *Heart Gallery Name*?

If yes, how would you resolve this conflict of interest?

10. All information you learn about specific foster children must be kept in strict confidence. Will you abide by this?

11. Some volunteer positions will require a background check/fingerprint card. Do you already have a current *Associated State Agency*? _____

If yes, please attach a copy of the card, front and back, to this application form.

12. Do you have a criminal record in *State name* or in any other state/municipality/foreign country? _____ If yes, please explain, giving specifics and dates.

13. Is there anything else you would like us to know about you?

All information that I have provided on pages one and two of this volunteer application are true and complete.

Signature _____ Date _____

***Heart Gallery Name* STATEMENT OF NON-DISCLOSURE**

I understand by virtue of my affiliation/employment/volunteer work with *Heart Gallery Name*, I may have access to records on various media which contain individually identifiable information on foster children, the disclosure of which is prohibited by either state or federal law. I acknowledge that I fully understand that the intentional disclosure by me of this information to any unauthorized individual could subject me to criminal and civil penalties imposed by law. I further acknowledge that such willful or unauthorized disclosure also violates *Heart Gallery Name's* policy and, could constitute just cause for disciplinary action including termination of my employment/affiliation/volunteer efforts regardless of whether criminal or civil penalties are imposed. I also agree to immediately return to *Heart Gallery Name* any materials/media which contain identifying information on foster children.

Print Name _____ Signature _____ Date _____

Thank you for your interest in *Heart Gallery Name*
Questions? Please call us at *Phone number* or email us at *Email address*
Please return this form to:
Name, address