

VOLUNTEER INTERESTS

Special Events

Any Specific Event that you would like to be involved in? _____

Office Support (any general clerical duties such as: copying, filing, data entry etc.)

Facility Support (Cleaning, Painting, Washing Vans & General Maintenance

Direct Care (Direct Service with developmentally disabled adults)

Various Duties _____

Why do you want to Volunteer at Janus?

COMMUNITY SERVICE INFORMATION

Number of Hours Needed: _____

Date Needed by: _____

SPECIAL SKILLS

Describe any special job-related skills and qualifications acquired from education, employment or volunteer work:

List Specific Office Machines, Tools, Machinery, or other equipment that you have been trained on and can operate that will be helpful in performing the responsibilities of the position in which you are applying.

REFERENCES

List two or three references from former volunteer coordinators or employers who have supervised your work, or personal references that are NOT related to you.

(1)	_____	_____	_____	_____	_____
	Name	Title	Email address	Phone	Company/Working Relationship
(2)	_____	_____	_____	_____	_____
	Name	Title	Email address	Phone	Company/Working Relationship
(3)	_____	_____	_____	_____	_____
	Name	Title	Email address	Phone	Company/Working Relationship

ADDITIONAL INFORMATION

Please Provide any Additional Information that you believe will be helpful in considering your application:

ACKNOWLEDGEMENT

I certify that all data contained in this application was completed by me and is true, complete and accurate. I understand that if I am selected as a volunteer, false or misleading statements and/or omissions on this application shall be considered sufficient cause for dismissal at any time. Janus Developmental Services is hereby authorized to make any investigation of my prior education, volunteer experience and work history.

I understand that my employment with Janus Developmental Services is at my will and I may, at any time, terminate the volunteer relationship with or without cause and with or without notice and Janus Developmental Services may, at any time, terminate the volunteer relationship with or without notice.

I certify that I have read, fully understand and accept all terms of the foregoing acknowledgements.

Signature of Applicant: _____ Date: _____

Janus Developmental Services is an equal opportunity employer and will not discriminate based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status, or any class protected by federal, state, or local laws. This policy applies to all areas of employment, including but not limited to hiring, training, promotion, assignments, transfer, compensation and benefits, counseling, and discharge.

PHOTO RELEASE

The undersigned hereby grants to Janus Developmental Services, Inc. permission to take or have taken still and moving photographs and films, including television pictures and consents and authorizes Janus Developmental Services, Inc., its advertising agencies, news media, and any other persons interested in Janus Developmental Services, Inc. and its work, to use and reproduce the photographs, films or pictures and to circulate and publicize the same by all means, including but not limited to, newspapers, television media, brochures, pamphlets, instructional materials, books, and clinical mailings.

Volunteer Signature

Date

Parent/Guardian Signature (if volunteer is under 18)

Date

NON-CONSENT FOR PHOTOGRAPHY

The undersigned withholds permission to Janus Developmental Services, Inc. to take or have taken still and moving photographs and films, including television pictures.

Volunteer Signature

Date

Parent/Guardian Signature (if volunteer is under 18)

Date

VOLUNTEER CONFIDENTIALITY AGREEMENT

All information provided by a client or staff member to any staff member or volunteer is considered to be confidential and is subject to the terms of the Janus' confidentiality policy. Confidentiality is defined as the assurance that unwarranted access to information regarding a client shall be protected from improper disclosure. Such disclosure shall be considered a breach of faith. I understand that any violation of this policy is grounds for termination of my volunteer relationship with Janus.

Volunteer Signature

Date

Parent/Guardian Signature (if volunteer is under 18)

Date