



Volunteer Application and Agreement

It is the policy of all Buckner entities that all persons receive equal volunteer opportunities. In accordance with the law, Buckner intends to utilize all volunteers to the fullest and to make decisions pertaining to placement, recruiting, training and discontinuance of volunteer relationships without regard to race, color, religion, sex, age, national origin, disability or Vietnam era status.

Today's Date:		Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Name: Last		First		MI	
Address:		City:		State:	
Home Phone Number:		Social Security Number:		Driver's License Number: State where issued: Date of Birth:	
Home Fax Number:		Email Address:		Date You Can Begin to Volunteer:	
				Hours You Are Available to Volunteer:	

How long have you lived at your current address? _____

How many times have you moved in the last seven years? _____

List your last two residential addresses, prior to the current one:

1. _____ City _____ State _____ Zip _____ How Long? _____

2. _____ City _____ State _____ Zip _____ How Long? _____

Have you ever plead guilty to, been convicted of, or received probation, deferred adjudication or pretrial diversion for any criminal offense, other than minor traffic citations? Yes No If yes, provide information on criminal offense, date, location (city and state) and disposition

Are you currently serving probation, deferred adjudication, or pretrial diversion for any criminal offense? Yes No If yes, provide information on criminal offense, current status and expected date of completion _____

Commission of a crime will not be an automatic bar to consideration for volunteer opportunities; however, applicants convicted of certain criminal offenses may be ineligible for volunteer opportunities under applicable Texas law.

Education	Names/Location of Schools	Number of Years Completed	Last Grade/Degree Completed	Major Subjects
High School				
College				
Graduate School				
Other				

What special skills do you have?

Typing Skills _____ wpm Computer Skills Yes No If yes, list software _____

Other equipment you can operate _____

Are you Bilingual? Yes No If Yes, what Languages? _____

Special skills and remarks (include anything which would be pertinent to consideration of your application) _____

What do you hope to gain from volunteering? _____

Will your volunteer work be a part of court ordered community service? Yes No

Volunteer Application, continued

If Yes, how many hours are you required to serve? _____ Required completion date? _____

References – Please read directions carefully

Please list three non-related people (preferably within the local area) who have know you for a year or longer and with whom you have had a close relationship so that they might be character references. **The first reference should be your current employment supervisor** (If you have known him/her less than a year, also list your previous supervisor and address at the bottom of the page). **The other two references should not include a significant other.** Of the two remaining, list one male and one female.

Former Supervisor

Name	Home Phone: ()		Home Fax: ()	
Home Address	City	State		Zip
Company Name	Work Phone:		Work Fax:	

Reference

Name	Home Phone: ()		Home Fax: ()	
Home Address	City	State		Zip
Company Name	Work Phone:		Work Fax:	

Reference

Name	Home Phone: ()		Home Fax: ()	
Home Address	City	State		Zip
Company Name	Work Phone:		Work Fax:	

Volunteer Applicant Verification

I certify that all of the information on this application submitted to Buckner is true, correct, and complete. I understand that false, misleading, incomplete or omitted information will result in the rejection of my application or the termination of my volunteer agreement. I authorize Buckner and its agents to confirm all information on this application, to contact companies and institutions listed to obtain references and to investigate my suitability for volunteer opportunities. I agree to provide additional information if requested by Buckner or its agents. I authorize Buckner to conduct any investigation it deems necessary with respect to information supplied above. I authorize any former employer, present employer, school, college, university, credit or finance bureau, personal reference and/or any other person to give any information they may have concerning my employment, education, certification, licenses, character, criminal record, driving record, credit or other information of any kind or type. I hereby unconditionally release from all liability for any damage, whether cause directly or indirectly from giving or receiving this information or opinions, Buckner and any informant contacted whether named or unnamed.

Buckner may be required to, and will if necessary, conduct a criminal record check under Texas Law. I understand that I will be ineligible for volunteer opportunities with Buckner if I have committed certain criminal offenses.

I understand that, if selected to act as a volunteer, I will be required to follow the policies and rules of the organization and that infractions of such rules may lead to my termination of my volunteer relationship. In the event of selection, I understand that any false or misleading information given in this information sheet or interview may result in termination of my volunteer agreement whenever discovered.

I understand that this Volunteer Application and Agreement is not an application of employment or an employment contract, either expressed or implied, between Buckner and me. Must also be signed by Parent or Legal Guardian if Applicant is under age 18.

Signature	Applicant	Parent or Legal Guardian if Applicant is under age 18.		Date
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When completing your application, please attach:

- A copy of your driver's license
- A copy of your social security card
- \$32 for background service fee and motor vehicle record check

BUCKNER

Criminal Conviction and Motor Vehicle Background Investigation Acknowledgement Statement

It is Buckner International and its subsidiaries (Buckner) policy to offer volunteer opportunities to persons who have never pled guilty to, been convicted of, or received probation, deferred adjudication or pretrial diversion for any criminal offense, other than minor traffic citations including, but not limited to criminal homicide; kidnapping and false imprisonment; indecency with a child; sexual assault; aggravated assault; abandoning and endangering a child; aiding suicide; agreement to abduct from custody; sale or purchase of a child; arson; robbery; aggravated robbery; injury to a person; possession of illegal substance; fraud; theft; other action which violates state or federal guidelines for any agency, organization, or other entity owned or operated by the Company. Volunteers or prospective volunteers guilty of other convictions which the Company believes to be a risk to our clients/consumer safety or their welfare will not be considered for volunteer assignments.

A criminal background investigation shall be conducted before an individual may serve as a Buckner volunteer and annually thereafter should the volunteer continue to provide services.

In the rare event that a volunteer provides transportation for Buckner clients, a Motor Vehicle Background Investigation shall be conducted prior to transporting clients and annually thereafter should the volunteer continue to provide services. Volunteers shall not be permitted to transport Buckner clients if they have a conviction for driving while under the influence of alcohol within the past five (5) years or if they have three (3) or more moving violations within the past three (3) years.

I, _____, have read the Background Investigation policy as it is stated above, and any questions which I may have had have been answered. I, therefore, fully understand its meaning and requirements and hereby agree to authorize Buckner to conduct Criminal Background Investigations and when required, Motor Vehicle Background Investigations as stated above. I affirm that all of the information provided by me which may be used in complying with the investigation is true and correct.

Signature

Date

Printed Name

Witness Signature

Date

Printed Name

Volunteer Applicant Questionnaire

Each Volunteer Applicant must complete this questionnaire in order to continue in the application process.

List any experiences you have had working with children and families. Provide type of activity and location: _____

If you listed any experiences working with children and families indicate which were professional and which were as a volunteer.

List your current membership in clubs or organizations. State any office or responsibility you current hold or held in the past as a member of the club or organization.

List all volunteer experience including name of organization and dates of service.

Tell us why you are interested in becoming a Buckner volunteer.

Tell us what you feel are your strengths.

Tell us what you feel are your weaknesses.

List the days and times you are available to serve as a volunteer.

Where do you wish to serve as a volunteer?

List your skills and abilities. (Computer, software, art, music, drama, teaching, sports, etc.)

List languages that you speak other than English. Indicate fluency level. 1=some fluency; 2=very fluent.

Why do you desire to become a Buckner volunteer and what do you hope to gain from the experiences?

Employment History Past 10 years

Company Name		<i>Number of Years Employed</i>	
Telephone ()		From	To
Address	State	Zip	City
Position(s) Held		Reason(s) for Leaving or Seeking Other Employment	

Company Name		<i>Number of Years Employed</i>	
Telephone ()		From	To
Address	State	Zip	City
Position(s) Held		Reason(s) for Leaving or Seeking Other Employment	

Company Name		<i>Number of Years Employed</i>	
Telephone ()		From	To
Address	State	Zip	City
Position(s) Held		Reason(s) for Leaving or Seeking Other Employment	

Volunteer Applicant must read and sign below.

I, _____, hereby affirm that all my answers to the questions stated in this Volunteer Applicant Questionnaire are true and correct and that I have not knowingly withheld any fact or circumstance. I understand that any false information provided by me whether verbally or in writing will disqualify me as a Volunteer Applicant or volunteer.

Applicant Signature: _____ Date: _____
Parent or Legal Guardian if Applicant is under age 18. _____

