



Pace University
Center for Urban Education
Community & Volunteer Mobilization (CVM) AmeriCorps Program
Volunteer Application
Fax (212) 346-1078

Last Name _____ First Name _____ Middle Name _____

Date of Birth _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone No. (Day) _____ (Evening) _____

Permanent Address (if different from above) _____

City _____ State _____ Zip Code _____

Telephone No. _____

Email Address _____

Social Security No. _____

Education:

<u>Name of School</u>	<u>Location of School</u>	<u>Degree or course of Study</u>	<u>Date Completed</u>

Do you have any volunteering experience? Yes/No

If yes, please tell us what you have done.

Why would you like to become a volunteer?

What would you like to gain from your volunteering experience?

Employment and Service History:

1. Job/Volunteer Title _____

Employer _____

Name of Supervisor _____

Dates Employed _____

Duties _____

2. Job/Volunteer Title _____

Employer _____

Name of Supervisor _____

Dates Employed _____

Duties _____

3. Job/Volunteer Title _____

Employer _____

Name of Supervisor _____

Dates Employed _____

Duties _____

Please outline any skills/experience or training that you have to offer.

When are you available to volunteer? (Please specify days/hours):

Do you have any medical condition or disability that may affect your ability to volunteer?

Yes No Prefer not to answer

If yes, what types of arrangements are needed in order to assist you?

Please provide two professional references.

Reference 1 _____

Address _____

Work Phone _____

Reference 2 _____

Address _____

Work Phone _____

How did you find out about this volunteer position?

Background Check

Please answer the following question fully:

Have you ever been convicted of a felony charge?

If yes, explain and include date and location

Have you ever been convicted of any other offense (excluding traffic violations)?

**Thank you for completing this form. Additional information can be found on our
website www.centerforurbaneducation.org.**

Code of Conduct

Pace University's Community and Volunteer Mobilization (CVM) AmeriCorps program is dedicated to mobilizing volunteers to revitalize Downtown NYC and Chinatown areas after September 11th through providing services in the following components: Technology and Communications Network, Public Health and Safety Outreach, and the ESL Education. Participation in Pace University's CVM is subject to the observance of Pace University's CVM rules and procedures. The activities outlined below are strictly prohibited. Any volunteer who violates this Code is subject to discipline, up to and including removal from the program.

- Abusive language, discourtesy or rudeness.
- Possession or use of alcoholic beverages or illegal drugs on Pace University's property or reporting to the program while under the influence of drugs or alcohol.
- Bringing dangerous or unauthorized materials such as explosives, firearms, weapons or other similar items onto Pace University and satellite sites' property.
- Any type of harassment.
- Actual or threatened violence toward any individual or a group.
- Conduct endangering the life, safety, health or well being of others.
- Failure to follow any Pace University policy or procedure.
- Failure to cooperate with an adult supervisor or group leader.

Volunteer Agreement:

(Please read carefully before signing)

I hereby certify that I have read, understand, and agree with the rules and guidelines set forth in the above volunteer application. I also certify that the facts set forth in the above volunteer application are true and complete to the best of my knowledge. I hereby authorize you to make any investigation of any personal/employment history record including use of investigative agencies or bureaus of your choice. This report may include information as to my character, general reputation, and personal characteristics; criminal background record checks may also be performed. I authorize previous employers, schools which I attended, and character references to provide information pertaining to my contact with them.

I understand that falsified statements or material omissions on my application or resume shall be considered sufficient cause for dismissal.

I hereby acknowledge that my volunteer relationship/status with Pace University is an "at will" nature, which means that the volunteer may leave at any time and Pace University may discharge the volunteer at any time with or without cause. It is further understood this "at will" volunteer relationship may not be changed by any written document or conduct unless such change is specifically acknowledged in writing by an authorized Executive of Pace University. It is also understood that I am not eligible for Worker's Compensation or any Pace University benefits.

I have read and agree to the above.

Name _____

Signature _____

Date _____