



Livingston Recreation Teen Volunteer APPLICATION

RETURN APPLICATION FORM TO
City Hall
1416 C Street
Livingston, CA 95334

OFFICE USE ONLY
Application Received
____/____/____
Orientation Date
____/____/____
Interview Date
____/____/____
Volunteer #

Service Area

Commitment

The act of volunteering means commitment to a definite program. As volunteer opportunities are available, you will be promising to do specific duties, and your agreement to do this without compensation will not change the fact that our staff will be depending on you. Your commitment of service should be honored as conscientiously as if you were receiving wages.

Last First Middle Initial

ADDRESS City State Zip

TELEPHONES: Primary # (____) _____ Cell Phone/Pager (____) _____

EMAIL ADDRESS _____ BIRTH DATE: Month ____ Day ____ Year ____

APPLICANT IS: Freshman Sophomore Junior Senior Other

CURRENT SCHOOL _____

VOLUNTEER EXPERIENCE _____

EXTRA CURRICULAR ACTIVITIES _____

DATES UNAVAILABLE: _____

EMERGENCY NOTIFICATION:

Name _____ Relationship _____

Primary Phone _____ Cell Phone _____ Work Phone _____

Name _____ Relationship _____

Primary Phone _____ Cell Phone _____ Work Phone _____

TYPE OF SERVICE AREA:

- Scorekeeper for Baseball
- Scorekeeper for Basketball
- Summer Day Camp Worker
- Teen Council**
- Swim Lesson Assistant
- Concessions
- Special Events
- Park Maintenance
- Facility Maintenance
- Office Work
- Customer Service

PREFERRED DAY/S:
<input type="radio"/> Monday
<input type="radio"/> Tuesday
<input type="radio"/> Wednesday
<input type="radio"/> Thursday
<input type="radio"/> Friday
<input type="radio"/> Saturday
<input type="radio"/> Sunday

PREFERRED 2-HOUR SHIFT:
<input type="radio"/> Morning
<input type="radio"/> Early Afternoon
<input type="radio"/> Mid Afternoon
<input type="radio"/> Late Afternoon
<input type="radio"/> Evening



Livingston Recreation Teen Volunteer

VOLUNTEER CONTRACT

**All applicants including those under 18 years of age must also complete the following:
To perform my duties as a Livingston Recreation Volunteer:**

1. I will review and abide by the policies and procedures stated in the Livingston Recreation volunteer Handbook and the Service Description and Procedure document specific to my service area assignment.
2. I will consider my volunteer assignment as a **commitment**. If I am unable to do my volunteer shift, I will contact the Recreation Department, and will do so 24-hours in advance of my shift if possible.
3. I will hold all information as **confidential** concerning program participants, families, staff members and volunteers.
4. I will make my service professional in all ways, and conduct myself with dignity, courtesy and consideration for others.
5. I will not make or receive personal phone calls (land line or cellular) and/or visitors while on duty. This behavior is inappropriate in a recreation service setting and will not be tolerated.
6. I understand that I must be in compliance with the dress code as assigned in the Volunteer Handbook.
7. I will take any concerns or suggestions directly to the Recreation Department Volunteer Supervisor or Superintendent.

PARENT/GUARDIAN AGREEMENT FOR TEEN VOLUNTEER COMMITMENT TO VOLUNTEER

1. I understand that Livingston Recreation Department reserves the right to dismiss my daughter/son's services as a volunteer if the action is in the interests of the Recreation Department and her/him. Dismissal could result from failure to comply with department and or program rules and regulations or inappropriate personal conduct, attitude or appearance.
2. I give my permission to Livingston Recreation to administer emergency medical treatment to my daughter/son if necessary.

My child, _____, has my permission to become a Livingston Recreation Volunteer.

Telephones:

Home (_____) _____ Office (_____) _____ Other (_____) _____

SIGNATURES: I have read and support the above Volunteer Contract.

1) PARENT/GUARDIAN OF TEEN APPLICANT:

_____ DATE _____

2) TEEN APPLICANT – DURING INTERVIEW, IN PRESENCE OF VOLUNTEER SERVICES STAFF MEMBER:

(I understand WHAT MY RESPONSIBILITY AND COMMITMENT IS.)

_____ DATE _____

SUPERVISOR OF VOLUNTEER SERVICES:

_____ DATE _____