



7 Whatney
Irvine, Ca. 92618
(949) 380-8144
www.sco-oc.org

COMMUNITY SERVICE OR SHORT TERM VOLUNTEER APPLICATION

Thank you for your interest in volunteering at South County Outreach. Please complete the following information:

Name: _____
(Last) (First) (Middle)

Address: _____ City: _____ Zip: _____

Telephone: (Hm) _____ (Wk) _____ (Cell) _____

I prefer to be called at: Home Work Cell Email: _____

DRIVER'S LICENSE #: _____ State: _____

South County Outreach Volunteer Applicants are subject to Criminal Record/Background Checks. (Initial here to acknowledge that you understand and agree to this search): _____

Community Service Hours Needed: _____ Date Need to Be Completed By: _____

Is your community service mandated by a court or other agency? NO YES

School or Organization: _____

Have you ever been convicted of a crime or offense? NO YES

If yes, were you convicted of a: Felony Misdemeanor

Please Describe: _____

Have you ever been a client of South County Outreach? NO YES

Are you VETERAN? NO YES (We thank you for your service to our country!)

Do you speak a foreign language? NO YES Which language(s)? _____

How did you learn about South County Outreach? _____

Prior Volunteer Experience: _____

Community Affiliations (Clubs, Organizations, etc.) _____

Do you have any physical limitations? NO YES

Please describe: _____

Birthday: _____ Educational Background: _____ Field of Study (if applicable): _____

When are you available? Mon Tues Wed Thurs Fri Sat AM PM

Emergency Contact

Name: _____ Phone: _____ Relationship: _____

Liability Release & Waiver: I hereby waive the right to make any claim against South County Outreach, its officials, employees or volunteers, for injuries or damages, charges or expense, including attorney's fees which might be sustained as a result of my participation or transportation therewith in the above activity/activities. This waiver is given in partial consideration for permission granted by South County Outreach to participate in the activity or activities. I further understand that SCO does not provide any form of insurance for program participants.

Photo & Video Release: I hereby authorize and give full consent to South County Outreach to publish all photographs or videos of myself for the purposes of promoting South County Outreach. I further agree that South County Outreach may use the photographs or video without limitation or reservation or any compensation other than receipt of which is hereby acknowledged.

Code of Conduct:

All employees, volunteers, agents and board members may not solicit or accept gifts or gratuities for their personal benefit in excess of minimal value. All volunteers and staff have an obligation to report any actual or suspected wrongdoings including, but not limited to:

- Conflicts of Interest
- Illegal Acts
- Fraud
- Erroneous grant reporting and grant submissions
- Wrongdoings should be reported to your direct supervisor.
- If you do not feel that your complaint is appropriately handled, please contact the President of the Board.

The Board of Director's Executive Committee will determine the appropriate disciplinary action to be implemented, up to and including, termination. South County Outreach strictly forbids any retaliation against anyone who, in good faith, reports suspected wrongdoings.

Confidentiality Policy:

The policy is to safeguard the individual rights of persons served by maintaining the confidentiality of their records and any services that they receive from the organization as provided by law. South County Outreach is committed to providing services which treat people with dignity and respect, taking particular care to see that their rights are fully protected.

Policy:

- I. Information about the identity, evaluation, or treatment of a person served is confidential.
- II. Access to such information will be released only as a result of court order or a release by the client.
- III. The Executive Director shall be responsible for the establishment and implementation of procedures pursuant to this policy. Such procedures shall apply to all employees, consultants, volunteers, contracting agencies, and affiliates. Such procedures shall comply with all appropriate statutes, rules, regulations and other legal requirements.
- IV. All employees, consultants, volunteers, contracting agencies and affiliates shall be appropriately trained concerning this policy and confidentiality. Any proven violations of this policy or the procedures implementing this policy will be subject to disciplinary action including possible discharge from employment or other affiliation.

Signature: _____ Date: _____

Parent Signature (if volunteer is a minor): _____ Date: _____

Staff Use Only: Entered in database by: _____ Date: ____/____/____