

COPS 'N KIDS READING CENTER, INC.

Julia M. Witherspoon – Founder/Executive Director
800 Villa Street Racine, WI 53403
262-632-1606 or 262-994-4072
www.cops-n-kids.org

VOLUNTEER APPLICATION

INSTRUCTIONS:

Please answer each question completely and accurately. NO ACTION CAN BE TAKEN ON THIS APPLICATION UNTIL ALL QUESTIONS HAVE BEEN ANSWERED. Use blank paper if you do not have enough room on this one. PLEASE PRINT, except for your signature. All information will be held in strict confidence.

PERSONAL DATA:

Today's Date: _____

Name: _____ Date of Birth: _____
(Last) (First) (Middle)

Address: _____
(Street) (City) (State) (Zip Code)

List any address outside Racine County where you have lived within the past 10 years. _____

Phone Number: _____ E-Mail: _____

EDUCATION RECORDS:

(Elementary School) (City) (State)

(Middle School) (City) (State)

(High School) (City) (State)

(College) (City) (State)

Highest Grade Completed: _____ Equivalency/GED: ___ Yes ___ No Date Completed: _____

Please share with us special skills/training: _____

- ___ Teacher ___ Computer ___ Management ___ Skilled Trade ___ Math ___ Clerical ___ Writing
___ Legal ___ Reading ___ Grant Writing ___ Public Relations ___ Language (Other than English)

Days & Hours Available: _____ 1

GENERAL:

Do you have a valid Driver's License? ___ Yes ___ No

Driver's license number: _____ State: _____ Expiration Date: _____

Insurance Company: _____ Address: _____

Please list any other names you have used (include Maiden name): _____

Have you ever been convicted of a felony? ___ Yes ___ No (Conviction will not necessarily disqualify you.)

If yes, please explain: _____

STUDENT VOLUNTEERS ONLY:

What school do you attend? _____ Grade: _____ Graduation Year: _____

How will you get to the Center to volunteer? ___ Drive ___ Bus ___ Walk ___ Parent ___ Other

If other, please explain: _____

EMPLOYMENT INFORMATION:

Employer/Name of Business: _____ Supervisor: _____

Address: _____ Phone Number: _____

Position Held: _____ Title: _____

Dates Employed --- From: _____ To: _____ Reason for Leaving: _____

Duties: _____

Specific Equipment Operated: _____

Employer/Name of Business: _____ Supervisor: _____

Address: _____ Phone Number: _____

Position Held: _____ Title: _____

Dates Employed --- From: _____ To: _____ Reason for Leaving: _____

Duties: _____

Specific Equipment Operated: _____

Employer/Name of Business: _____ Supervisor: _____

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Dates Employed --- From: _____ To: _____ Reason for Leaving: _____

Duties: _____

Specific Equipment Operated: _____

I hereby certify that the answers given by me to the foregoing questions and the statements made by me are full and true to the best of my knowledge and belief. I understand that any false information, omissions or misrepresentation of facts in this application or any supplements thereto, is cause for rejection of my application or discharge at any time during my volunteering. I understand that any volunteer assignments will be contingent upon the completion of reference checks and police background investigation. I voluntarily authorize every person, firm, company, corporation, government agency, court, association, school, college, university or institution having control of any documents, records and other information pertaining to me, to furnish such information in their files to the Cops 'N Kids Reading Center, Inc. or authorized agents, and I hereby release said parties from any liability to claim whatsoever for issuing this information. I understand that the Cops 'N Kids Reading Center, Inc. will check with appropriate authorities (Racine Police Department, etc.) on matters of public record regarding my background and history.

I have read and fully understand the above statement.

Applicant's Signature: _____ Date: _____