



**San Clemente  
Village**

# San Clemente Village Volunteer Application

## Contact Information

Name			
Street Address			
City, State, Zip			
Phone Number			
E-Mail Address			
Preferred contact method:	Phone	Email	Text
Date of Birth	Applicant must be 18 years of age or older.		

## Interests

In which of the following areas are you interested in volunteering?

### Supporting San Clemente Village **Members**:

- Friendly Visits – phone check-in, run errands, play games, drop off groceries
- Indoor Home Services – light bulbs, battery checks, hang pictures
- Outdoor Home Services - yard work, sweeping, plant flowers, garbage & recycling
- Pet Assistance – light pet care, walk dog, feed pet, vet appointments
- Technology Assistance – cell phone help, setting up system, Ipad, TV Remote
- Transportation – drive members to appointments, events, medical visits, grocery

### Supporting the San Clemente Village **Organization**:

- Administration – clerical, phone coverage, data entry
- Social/Educational – program facilitation, calendar development
- Marketing – event assistance, presentations, social media
- Fundraising – grant writing, donations, sponsorship
- Membership – event assistance, presentations, interviews, data entry
- Volunteers – interviewing, data entry, orientation/training assistance

## Emergency Contact

Name:

Contact Information:

**Please check which days you are available to volunteer.**

**Important Message! You may always reply NO, when you receive an e-mail requesting services.**

Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.

### **Policies and Agreements**

The San Clemente Village recognizes volunteers as equal partners in the shared responsibility for the accomplishment of our Mission. This agreement demonstrates the value San Clemente Village places on Village Volunteers. We stand firmly in our commitment to do the very best we can to make your experience productive and rewarding. The San Clemente Village is committed to provide information, training, supervision and feedback to assist volunteers in meeting responsibilities.

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, gender, national origin sexual preference, age or disability. As a volunteer for the San Clemente Village, I recognize I will sometimes be working with persons considered vulnerable and I will be required to undergo a background check.

I agree to perform my volunteer duties to the best of my ability and meet time and job assignment responsibilities. I will follow the rules and procedures including maintaining the confidentiality of privileged information.

I agree to provide adequate notice of any absence and attend volunteer meetings, orientations and training sessions. I will be a responsible team member representing the San Clemente Village. By submitting this application, I affirm that the facts set forth are true and complete. I understand, that if I am accepted as a volunteer, any false statements, omissions or other misrepresentations made by me may result in immediate termination.

I understand, that my typed name will serve as my signature for this application.

**Volunteer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SCV Vol. Coordinator:** \_\_\_\_\_ **Date** \_\_\_\_\_

Please email the completed form to: [info@scvillage.org](mailto:info@scvillage.org)  
 Mail to: San Clemente Village  
 P.O. Box 5761  
 San Clemente, CA 92674