

# Volunteer Opportunity Request Form

**Thank you for your interest in being a volunteer in your community.** Volunteering is a rewarding activity; you will soon discover that the benefits to the lives of people you touch and to you are many. Volunteers play a key role in supporting programs and services to build a better community.

As your local Volunteer Centre, Volunteer MBC strives to help you engage in a volunteer role that will best suit your skills, talents, strengths, qualifications and preferences; as identified through this form. It is essential that you provide us with as much information as you can as it will help us in our search to find the best possible volunteer opportunity for you.

We will create an online profile for you using the information in this form. You can edit your profile and the notification service after the first login.



<b>Client ID</b>		<b>Volunteer MBC Use Only</b>
Received by VMBC on : y <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> m <input type="text"/> <input type="text"/> d <input type="text"/> <input type="text"/>		By: _____
Date entered on : y <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> m <input type="text"/> <input type="text"/> d <input type="text"/> <input type="text"/>		By: _____
<b>Initial Contact with Volunteer MBC:</b>		
<input type="radio"/> Walk-In	<input type="radio"/> Phone	<input type="radio"/> Fax
<input type="radio"/> E-mail	<input type="radio"/> Referral	<input type="radio"/> At an event (eg; fairs, group presentations, etc.)
<input type="radio"/> Mail		
<input type="radio"/> Online		
<b>Please Specify if possible:</b>		

## Section 1: Contact Information (Fields marked with a star "\*" are mandatory)

<b>*Last name</b>		<b>*First name :</b> _____
*Phone (Home):	_____	Phone (Cellular): _____
Phone (Other):	_____	Ext: _____
*E-mail:	_____	
Address:	_____	
	_____	
*City/Town:	_____	
*Postal code:	_____	
*Preferred method of communication:	<input type="radio"/> Phone <input type="radio"/> E-mail <input type="radio"/> Mail	
*Month of Birth:	_____	* Year of Birth: _____

Note: City and Postal Code are required.

If you do not have an email address, please provide your full mailing address.

## Section 2: Volunteer Opportunity Search Preferences

### 2.1. Objectives of volunteering:

- Is part of my employment conditions at work
- Seeking to volunteer with a group
- Seeking to volunteer with the family
- Other (please specify) \_\_\_\_\_
- Post-secondary education placement
- High school graduation requirement
- It was suggested by the court of law

### 2.2. Have you ever volunteered before? Yes, many times Yes, once or twice No

### 2.3. When would you prefer to volunteer? (Check all that apply)

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning	(Up to 12pm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afternoon	(12pm up to 5pm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evening	(after 5pm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 2.4. Which community do you prefer to volunteer in? (Check all that apply)

- Mississauga
- Brampton
- Caledon
- On-line
- Work from home

### 2.5. Your travel preference to the volunteering location?

- 2.5.a. Maximum Distance:  5km  15km  25km  Does not matter
- 2.5.b. Maximum Time:  30 mins  60 mins  90 mins  Does not matter

### 2.6. What are your top six (6) areas of interests?

- Animal Services
- Board of Directors & Committees
- Crisis, Distress & Emergency Response
- Education & Learning
- Fashion Design & Needlecraft
- Friend & Pen pal
- Graphic & Web Design
- Information & Referral Services
- Life Skills & Disabilities Support
- Multilingual Services
- Parent & Child Support Services
- Recreation & Sports
- Seniors Support Services
- Support Group Facilitation & Therapy
- Youth Engagement & Programming
- Arts & Crafts
- Communication & Journalism
- Culture & Heritage
- Environment & Conservation
- Finance Related
- Fund Development Assistance
- Health & Hospice Care
- Information Technology
- Marketing & Promotions
- Music & Performing Arts
- Program Coordination
- Research & Evaluation
- Settlement & Integration Svc.
- Transportation
- Youth Support Services
- Audio & Visual Production
- Counselling & Mental Health
- Customer & Sales Service
- Event Coordination & Support
- Food Services
- General Trade & Maintenance
- Holiday & Festive Volunteering
- Legal & Law Services
- Mentoring & Career Development
- Office Administration
- Reading & Literacy
- Seasonal Support
- Shelter Coordination Support
- Volunteer Coordination

### 2.7. Please provide a summary of your existing skills or, the skills you would like to develop:

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## Section 3: Introduction to Volunteer MBC

### 3.1. How did you hear about Volunteer MBC?

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> From another organization | <input type="checkbox"/> By a training program facilitator | <input type="checkbox"/> Public presentation |
| <input type="checkbox"/> Newspaper/magazine        | <input type="checkbox"/> Volunteer MBC Bookmark            | <input type="checkbox"/> Poster/Brochure     |
| <input type="checkbox"/> Radio/ TV                 | <input type="checkbox"/> Internet search engine            | <input type="checkbox"/> Social media        |
| <input type="checkbox"/> Volunteer MBC eNewsletter | <input type="checkbox"/> Other                             |  |

Please specify your above response (who, when, where, etc.)

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### 3.2. Volunteer MBC's Online Volunteer Referral System enables you to create a profile and be updated with new volunteer opportunities that match your profile when these opportunities are posted.

Have you created a profile in our online volunteer opportunities database?

- Yes (Username: \_\_\_\_\_)       No

### 3.3. Would you like to receive Volunteer MBC's eNewsletter? Yes No

## Section 4: Audience Analysis

In moving forward to adopt the *Canadian Code for Volunteer Involvement*, Volunteer MBC commits to value and support the contribution of volunteers through respectful, meaningful and inclusive engagement. We support and protect the dignity and worth of everyone. We provide equal rights and opportunities for all employees, clients and volunteers. Our policies, programs and processes are designed to address, prevent and eliminate discrimination in all aspects when we provide services to others. We do not tolerate harassment or unwelcome comments and actions. We take prompt action if such problems occur.

To ensure that our programs are accessible to you and to better serve and improve the services that we provide to the community by better understanding the demographics of our community, we have been requested by our funders and stakeholders for the following information of our clientele.

**In keeping with the Human Rights Code of Ontario you can opt out of responding to any of the questions in this Section (Section 4) by selecting the option "Would rather not say".**

- |                                |  |  |  |
|--------------------------------|--|--|--|
| <b>4.1. Gender:</b>            | <input type="radio"/> Male                             | <input type="radio"/> Female                             | <input type="radio"/> Would rather not say |
| <b>4.2. Education Level:</b>   | <input type="radio"/> Less than 12 <sup>th</sup> grade | <input type="radio"/> High school diploma/GED            |  |
| Completed                      | <input type="radio"/> College                          | <input type="radio"/> Undergraduate degree               |  |
|                                | <input type="radio"/> Graduate degree or higher        | <input type="radio"/> Would rather not say               |  |
| <b>4.3. Employment Status:</b> | <input type="radio"/> Employed - Full Time             | <input type="radio"/> Unemployed, seeking employment     |  |
|                                | <input type="radio"/> Employed - Part Time             | <input type="radio"/> Unemployed, not seeking employment |  |
|                                | <input type="radio"/> Self-employed                    | <input type="radio"/> Retired                            |  |
|                                | <input type="radio"/> Would rather not say             |  |  |

- 4.4. 4.4.a. Residential Status:  Canadian Citizen  Visiting Canada  
 Immigrant (less than 3 years)  Would rather not say  
 Immigrant (over 3 years)

**If you selected any of the two "Immigrant" options above, please specify below.**

- 4.4.b. Please Specify:  Permanent Resident  Convention refugee/protected person  
 Would rather not say

4.5. Research has demonstrated that volunteering significantly improves the health of people who suffer from mental health challenges. Are you a person affected by mental health challenges?

- Yes  No  Would rather not say

4.6. Do you have a disability?  Yes  No  Would rather not say

- 4.7. Ethnic background:  African/Caribbean  Aboriginal  Latin American  
 South Asian  Southeast Asian  West Asian  
 Chinese  Japanese  Korean  
 Filipino  Arab  Caucasian  
 Other \_\_\_\_\_  Would rather not say

- 4.8. Your Annual income:  Less than \$10,000  \$10,000 - \$25,000  \$26,000 - \$35,000  
 \$36,000 - \$50,000  \$51,000 - \$75,000  Over \$75,000  
 Would rather not say

**Note:** If you would like to attach or forward a Resume please feel free to do so.

### Section 5: Form Submission

**Confidentiality** - Your information will be kept confidential and will be used solely for the purpose of creating the online volunteering profile for you and matching volunteer opportunities with your profile. By submitting this form you also give us permission to share your profile (excluding your responses to the section "Audience Analysis") with community service organizations who partner with us to offer volunteer opportunities to the community.

**If you are under 18 years of age** - You also agree that submitting this information for the purpose of connecting with volunteer opportunities must be done with the consent of your parents/guardians.

**Client Signature:** \_\_\_\_\_ **Date:** y     m   d

**Parent/Guardian Consent (if under 18 years of age):**

Parent/Guardian Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** y     m   d