

An Entity of Captive Hearts
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VOLUNTEER APPLICATION

GENERAL INFORMATION

First & Last Name: _____ Date: _____
Address: _____ City: _____ Zip: _____
Email: _____ Phone: _____ Birthdate: _____
Level of Education: _____ Do you speak Spanish? ___ Yes ___ No
Basic Method of Transportation: ___ My Car ___ Walk/Bike ___ Family/Friend ___ Public

EMPLOYMENT INFORMATION

Name of Company: _____ How Long? _____
Address: _____ City: _____ Zip: _____
Position: _____ Phone: _____ Birthdate: _____
Duties: _____

VOLUNTEER INFORMATION

Why do you want to be a volunteer at Second Chances?: _____

Previous volunteer experience? Where? How long? What were your responsibilities? _____

Is there a specific volunteer position you are interested in? (Check all that apply):

Cashier Pricing Specialist Merchandising Sorter
 Management Display & Staging No Preference

What days and times are you available between the hours 10:00 am to 5:00 pm?

Monday _____ Tuesday _____ Wednesday _____
Thursday _____ Friday _____ Saturday _____

REFERENCES

Please list personal (non-relative) references:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Do you agree to allow Second Chances to check my references listed above? Yes No

Have you ever been convicted of a crime? Yes No

If "yes", please explain: _____

Are you addicted to prescription or illegal drugs? Yes No

If "yes", please explain: _____

JOB RESPONSIBILITES

Assisting Customers/Donators: The top priority of a volunteer at Second Chances is assisting customers/donators. Each day you will be expected to always be friendly, greet them with a smile, answer their questions, assist if they need help, and process cash/credit card transactions.

Sorting Donations: With the many donations that come in, it is important that the donated items are in good condition for customers to buy. The volunteers, with the help of the manager and/or assistant manager, sort through items to check for broken, chipped, or damaged items, and permanent stains or tears on clothing.

Stocking Donations: Every day the thrift store receives different items, and the thrift store volunteer with the direction of the manager and/or assistant manager may be asked to place price tags on merchandise, categorize and place items on the shelves or racks, and rotate out non-sellable items.

Store Maintenance: Maintain the store's physical appearance, clean up spills or broken items, dust, and clean shelves, and put misplaced items back on the right shelves.

WAIVER & RELEASE FROM LIABILITY

I, _____, as a volunteer, acknowledge that I willingly choose to volunteer at *Second Chances* in a non-compensating part-time position that is not eligible to receive employee benefits, like Workers' Compensation, payment, or other benefits. I understand that either party may terminate my volunteer services at any time, without cause and prior notice.

I also acknowledge, as a volunteer, that I will perform all work at my own risk, so neither organization, *Second Chances* or *Captive Hearts*, nor its employees, assumes any liability for any accidental injury, death, or health problem arising from the work performed at Second Chances.

I agree to this *Waiver and Release from Liability* by signing and dating below.

Signature: _____ Date: _____