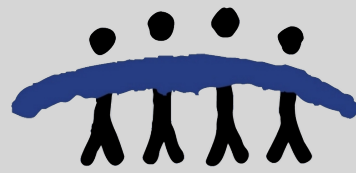


VOLUNTEER Application



The Arc
of San Antonio

Serving People with Intellectual and Developmental Disabilities

Volunteering with The Arc of San Antonio

Work side by side with our clients and staff in the classroom, out in the community, or at special events. Your support helps people with autism, Down syndrome, cerebral palsy and other developmental disabilities live, learn and enjoy our community. Volunteers can help out individually or as a group.

Date

Last Name:

First Name:

Email:

Phone Number:

Street Address:

City:

State:

Zip:

Gender Male
 Female

Which location would you prefer?
13430 West Ave
6530 Wurzbach
Either

Do you speak Spanish? Yes
 No

Do you know sign language Yes
 No

Emergency Contact Name:

Emergency Contact Phone
Number

Volunteer/Work Experience

How did you hear about
volunteering with The Arc?

Have you ever worked with
individuals with disabilities? Yes
 No

If yes, please describe your experience

What areas are you interested in volunteering?

Direct Care (classroom, outings, etc)

Special Events

Fitness/Dance Instructors

Other

Educational Background

Current Job?

Why are you interested in volunteering at The Arc of San Antonio?

Time Commitment

How long do you anticipate volunteering with The Arc of San Antonio?

One-time commitment

ongoing as requested

What days of the week are you available?

What hours between 9 a.m. - 3 p.m. are you available?

For Students Only

Are you volunteering for class credit?

Yes

Hours Needed?

No

What course are your hours needed?

What School?

Volunteer Duties and Expectations Signature Page

- * Individuals interested in serving as a volunteer must be 18 years or older and must fully complete and submit an application.
- * All applicants who wish to volunteer directly with the Arc's participants must agree to a criminal history background check. Upon application submission, applicant must allow the Arc to make copies of their identification card. The background check will include the Texas Criminal Background check, the Employee Misconduct Registry, The Nurse's Aid Registry and Fingerprinting.
- * Applicants interested in serving as a volunteer in the Summer Child Care Program must be at least 18 years old at the time of applying. Child care volunteers will be required to be fingerprinted and drug tested.
- * Volunteers will be assigned based on their age, interests, and educational requirements at the discretion of the Program Director.
- * Volunteers are expected to serve as appropriate role models by their dress, language and interactions with The Arc participants and employees.
- * Volunteers shall consider all participants information (including, but not limited to: programming, social, psychological, medical and personal) to be confidential; not to be shared or discussed with parties outside of The Arc's programs.
- * Volunteers will not share or request personal information, including last names, social media pages, phone numbers, etc with participants.
- * Volunteers are expected to follow all facility safety procedures.
- * Volunteers must sign in and out at the beginning and end of their shift.
- * Volunteers must notify the Volunteer Coordinator if they will be late or unable to attend a scheduled volunteer opportunity.
- * Volunteers must notify the Volunteer Coordinator 2-3 days in advance of desired volunteer dates and times. Walk-ins will not be permitted.
- * Volunteers will be supervised by a staff member who has been specifically trained to care for the participants in their classroom and must follow the instructions and directions of the staff member.
- * Volunteers will respect all participants, clients, guests & employees and will not at any time address them or refer to them in a degrading manner.
- * Volunteers will not drive participants in their own personal vehicles or Arc vehicles.
- * Volunteers will not correspond/communicate with a participant, client, guest or employee in a manner designated for dating, sexual or other inappropriate social contact. Dating between volunteers and Arc participants is strictly prohibited.
- * Volunteers are not to intervene with staff or participants during behavioral incidents or medical emergencies. Trained staff is to work with or assist participants who are acting out in physical manner or have a medical emergency. Volunteers may assist in removing the other participants from the area if the situation calls for it.

* Volunteers will not assist with feeding or changing a participant. (Preparing food and assisting with setup is okay)

* Volunteers will not be left alone in a classroom with participants.

* Volunteers will not use cellphones or cameras while working with participants. (If you are expecting a call, please step out of the classroom to take the call)* Volunteers grant The Arc permission to use their name, likeness, written and spoken comments in informational, promotional and other materials that promote the Arc's programs, mission and goals.

* Volunteers grant The Arc permission to use their name, likeness, written and spoken comments in informational, promotional and other materials that promote the Arc's programs, mission and goals.

By entering your name below you understand and agree to the policies outlined above.

Name:

Date:

Background Check Authorization

I authorize The Arc of San Antonio to obtain background information about me. This report may include my driving history, drug testing, criminal and sex offender records and continue obtaining on a regular basis as a condition of my employment/volunteer time. I understand that I have received this notification as required under the Fair Credit Reporting Act.

Name:

Date:

Please submit a a copy of your driver's license or photo ID along with this application to:

Jennifer French
jfrench@arc-sa.org

Applications will not be processed without these items.