



St. Paul's L'Amoreaux Centre Placement Student Application Form

The information on this form is strictly confidential and is solely intended for the authorized use set out by the St. Paul's L'Amoreaux Centre Privacy Policy.

Please help us to determine how to make the best use of your skills as a placement student by filling out the questionnaire below. Please return the completed application form (and attached it with your resume if you have one) to the Volunteer Coordinator.

1. GENERAL INFORMATION

Last Name: _____ First Name: _____

Preferred Name: _____

Age Range (Optional but helpful)

14 - 17 (Parental consent form is required) 18 – 30 31 – 54 55 – 64 65 +

Contact Information

Telephone: _____
(Home) (Work) (Cell)

Address: _____
Street Unit #

City Province Postal Code

E-mail address: _____

Emergency Contact Information (Name of person to be notified in case of emergency)

Name: _____

Telephone: _____
(Home) (Business) (Cell)

Are there any health/medical or other concerns we need to know to ensure your safety?

No Yes If yes please specify: _____

Do you speak any languages in addition to English? No Yes
If yes, which one(s)? 1. _____ 2. _____ 3. _____

Have you ever been convicted of a criminal offense? No Yes

May we include your name and address in our mailing list to send you updates and news?
 Yes No

May we include your name and address in our mailing list for future fundraising campaigns?
 Yes No

2. EDUCATION & EMPLOYMENT

Education Level: University College High School Others

Highest grade or level completed: _____

Name of program: _____ Length of program _____

Special Skills or Training

Other: (please specify): _____

Employment History

Title	Company	Period	Job Nature

Volunteer / Student Placement Experience

Organization	Position	Period	Job Nature

Hobbies & Interests

What are your hobbies and interests? _____

3. Placement Information

Name of School: _____

Program/Course _____ Year/Semester _____

Placement Instructor _____ Instructor Contact # _____

Total Number of Placement Hours: _____ Start Date: _____

Days Available

Mon Tue Wed Thurs Fri

4. REFERENCES

Please provide two references. One should be an employer/ supervisor / teacher/ or an individual known through community involvement for at least 6 months. The other can be a personal friend or family member.

Name: _____ Relationship to Applicant: _____

Email: _____ Phone: (_____) _____

Name: _____ Relationship to Applicant: _____

Email: _____ Phone: (_____) _____

I hereby authorize St. Paul's L'Amoreaux Centre to obtain references from the above individuals in connection with my application for a volunteer position. I hereby authorize the above named individuals to provide a reference in connection with my application for a volunteer position with the St. Paul's L'Amoreaux Centre, and release them from any liability in regard to it.

I hereby certify that all information included in this application form is true and complete.

Signature: _____ Date: _____

5. Placement Student Contract

I agree to serve as a volunteer and commit to the following:

1. To perform my placement duties so that I meet the service expectation and standards of St Paul's.
2. To refrain from conflicts of interest, or any personal or financial gain.
3. To meet time and duty commitment, or to provide adequate notice so that alternate arrangements can be made.
4. To indicate respect for all clients, volunteers and staff in both word and deed.
5. To fulfill my responsibilities while always ensuring the safety of clients, volunteers and staff.
6. To act at all times as a member of the team responsible for accomplishing the mission of the agency.
7. To understand and abide by the volunteer policy guidelines.
8. To return my placement name tag before I resign.
9. To give a minimum of 2 weeks notice before I resign.
10. To Keep confidential all information; verbal, written or computerized; which I may hear directly concerning clients, residents, staff members or volunteers and to avoid seeking any information concerning these

Volunteer's Signature

Date

