

The ReCONNstruction Center Volunteer Profile

NAME _____ Date _____

ADDRESS _____

PHONE (Home) _____ (Cell) _____

EMAIL _____

Are you over 18 years of age? Yes No
If under 18, parent/guardian signature is required.

I am interested in (you may check all that apply):

Customer Service	<input type="checkbox"/>	Website Administrator	<input type="checkbox"/>
Marketing Ambassador	<input type="checkbox"/>	Data Entry	<input type="checkbox"/>
Warehouse Assistant	<input type="checkbox"/>	Product Research	<input type="checkbox"/>
Outdoor Projects	<input type="checkbox"/>	Jack/Jill of all trades	<input type="checkbox"/>

I have experience in: _____

Please list days and times available for volunteer service : _____

Have you volunteered before? _____ If yes, where? _____

Please list a personal or professional reference: _____

Name

Address

Phone

In case of emergency, contact: _____

Name

Relationship

Address

Phone

I understand and agree that I am not an employee of The ReCONNstruction Center and that any duties I perform are as a volunteer and I will not be compensated. I agree to abide by the procedures set forth by The ReCONNstruction Center and understand that I, or The ReCONNstruction Center may change or terminate this commitment at any time.

Signature: _____ Date: _____

Parent/Guardian Signature
(if under 18 years of age): _____

Customer Service/Cashier

The volunteer Customer Service/Cashier has an outgoing, friendly personality and enjoys working with people. They have basic math skills and are comfortable handling money and making change. This volunteer will also acquire a general working knowledge of inventory to serve customers.

Marketing Ambassador

The volunteer Marketing Ambassador will promote ReCONN in the community by distributing flyers, contacting individuals and businesses via phone or in person.

Warehouse Assistant

The volunteer Warehouse Assistant will assist staff and customers in moving inventory and processing donations. This volunteer will lift and carry merchandise.

Outdoor Projects

This volunteer assignment provides general maintenance of the ReCONN outdoor environment including mowing the lawn and weeding, picking up debris, sweeping, etc.

Website Administrator

The volunteer Web Site Administrator will have experience and skills in graphic design and web content management. This person will have a demonstrated working knowledge of Adobe Dreamweaver 3.0 for Windows and basic Adobe Photoshop skills.

Data Entry

This volunteer assignment will input information using Excel spreadsheets. Basic computer and Excel knowledge is preferred or a willingness to learn.

Product Research

This volunteer assignment will conduct internet/phone research for product pricing, grant information, etc.

Jack/Jill of all Trades

This volunteer will repair, assemble and clean merchandise and make small building repairs as needed. Basic carpentry skills are required.