



# San Clemente Volunteer Program RSVP Volunteer Application

If you are interested in becoming an active volunteer, you must complete and submit a Volunteer Application. Once your application is complete, please email ([thordahlj@san-clemente.org](mailto:thordahlj@san-clemente.org)), mail or hand-deliver to Human Resources at City Hall, 910 Calle Negocio, San Clemente, CA 92672.

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_ (Cell) \_\_\_\_\_

Email Address: \_\_\_\_\_

Occupation/Previous Occupation: \_\_\_\_\_

Special Skills/Talents/Languages: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have a valid Driver's License? \_\_\_\_\_ Yes \_\_\_\_\_ No Transportation? \_\_\_\_\_

Drivers License #: \_\_\_\_\_

References: List 3 references, other than relatives, that have know you over 1 year.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relationship: \_\_\_\_\_ Years of Acquaintance: \_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relationship: \_\_\_\_\_ Years of Acquaintance: \_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relationship: \_\_\_\_\_ Years of Acquaintance: \_\_\_\_\_

Have you ever been convicted of a violation or attempted violation of Section 243.4 of the Penal Code, a sex offense against a minor, or of any felony, which requires registration pursuant to Section 290 of the Penal Code? \_\_\_\_\_ Yes \_\_\_\_\_ No



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Have you ever been convicted of a felony or misdemeanor? \_\_\_\_\_ Yes \_\_\_\_\_ No

*Note: A conviction will not necessarily disqualify you from volunteer service.*

- *If yes, on a separate sheet of paper, please give the following information for each offense: (a) date, (b) charge, (c) place, (d) court and (e) action taken, including any dismissal. You may omit any offense committed before your 21st birthday which was finally adjudicated in a juvenile court or under a Youth Offender law or listed in Labor Code Section 432.8.*

How did you become interested in the volunteer program? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Type of assignment(s) preferred: \_\_\_\_\_

\_\_\_\_\_

Prior Volunteer Experience: \_\_\_\_\_

\_\_\_\_\_

Other Applicable Experience: \_\_\_\_\_

\_\_\_\_\_

Hours Available: Sun: \_\_\_\_\_ Mon: \_\_\_\_\_ Tues: \_\_\_\_\_

Wed: \_\_\_\_\_ Thurs: \_\_\_\_\_ Fri: \_\_\_\_\_ Sat: \_\_\_\_\_

Do you have any limitations related to health or physical activity? If so, please explain (do not provide medical information):

\_\_\_\_\_

\_\_\_\_\_

## BY SIGNING BELOW

I certify that the answers given by me to the foregoing questions and statements are true and correct without consequential omissions of any kind whatsoever. I understand that any false statements in my application will subject me to disqualification.

I understand that I am applying to volunteer my services to the City and will not be an employee of the City, and that as a volunteer I will not be entitled to compensation of any kind. I am freely submitting this application because of my desire to volunteer my services without any payment.



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I understand that before performing the duties of a volunteer with the City San Clemente, all paperwork must be submitted and approval must be received by Human Resources. I also understand that, based on my volunteer assignment to police services, I am subject to a formal

screening process, including but not limited to, background checks and fingerprinting, and cannot begin the volunteer position until cleared.

Having applied for volunteer assignment, I authorize the City to contact my references for information whether official, personal, character, or information from records.

I understand that the City of San Clemente reserves the right to use photos taken during events/projects for promotional purposes, including publishing in newsletters, brochures, and the City's website.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_