



Complete and return to
American Red Cross
Capital River Chapter
875 Riverside Drive
Jackson, MS 39202
or fax to
(601) 353-5466

Volunteer Application

PLEASE READ CAREFULLY

Thank you for your interest in the American Red Cross. **In order to have your application processed, you must thoroughly answer all questions on the application form. Applications filled out incompletely will not be considered.** While we encourage you to attach a resume, please note that a resume will not substitute for completing any portion of this application. All information will be treated confidentially.

American Red Cross, an Equal Opportunity Employer, considers applicants for all positions without regard to race, color, religion, sex, age, national origin, disabled or veteran status, or other legally protected status.

The **A**merican Red Cross...
Always there...
touching more lives,
in new ways...
under the same trusted symbol.

THE MISSION OF THE AMERICAN RED CROSS

The American Red Cross is a humanitarian organization, led by volunteers, that provides *relief to victims* of disaster and helps people *prevent, prepare* for and *respond* to emergencies. It does this through services that are consistent with the congressional charter and the fundamental principles of the International Red Cross and the Red Crescent Movement

The American Red Cross Values

Affirming our commitment to the Fundamental Principles of the International Red Cross and Red Crescent Movement, we pledge ourselves to these Values:

HUMANITARIANISM

We exist to serve others in need, independently and without discrimination, providing relief for victims of disasters and helping people prevent, prepare for, and respond to emergencies.

STEWARDSHIP

We act responsibly, effectively, and efficiently with resources entrusted to us, always seeking to improve.

HELPING OTHERS

We are attentive and responsive to those we serve, always listening to their needs and looking for ways to serve through existing or new initiatives.

RESPECT

We acknowledge, respect, and support the rights and diversity of each person in our organization and in the communities we serve.

VOLUNTARY SPIRIT

We, as a family of donors, volunteers, and staff, search for ways to provide hope to those we serve while demonstrating compassion, generosity, and appreciation.

CONTINUOUS LEARNING

We seek, collectively and individually, to identify, obtain, and maintain competencies and the awareness required for exceptional service.

INTEGRITY

We act with honesty, demonstrate courage and accountability under pressure



General Information

Last Name		First	Middle Initial	Preferred Name.	
Street Address			City	State	Zip Code
Home Phone ()		Work Phone ()		E-Mail:	
Long-Term Interest Yes ___ No ___ Unsure ___		Short-Term Interest yes ___ no ___		Days Available: M T W T H F S S U <small>Circle all that apply</small>	Times?
How did you learn of Red Cross Volunteer opportunities? (Please list the specific employee, newspaper, web site, or other source)?					
Have you previously used any other names besides what is provided above? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please specify below:					
Are you over 18 years old? <input type="checkbox"/> No <input type="checkbox"/> Yes					

Red Cross Affiliation

Are you now or have you ever been employed by the American Red Cross? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please list the location, title, department, and dates below:	
Note: If you are currently employed by the Red Cross you may choose the appropriate time to inform your supervisor of this application. Your supervisor, however, must be informed if you are invited for an interview. Please attach your most recent work performance appraisal.	
Are you now or have you ever served as a Red Cross volunteer staff member? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please list location, title, department, and dates below:	

Education

High School Name	City	State	Diploma/Equivalent? <input type="checkbox"/> Yes <input type="checkbox"/> No
College and/or Technical School Name	City	State	Degree? <input type="checkbox"/> Yes <input type="checkbox"/> No
Major	Degree Earned		If degree not earned, years completed: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4
Other Training or Degrees School Name		City	State
Major	Degree Earned		

Professional Licenses

Title	No.	State	Expiration Date
Title	No.	State	Expiration Date

Record of Conviction

Have you ever been convicted of a crime other than a minor traffic offense (including during Military Service)? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, explain:
A record of a criminal conviction will not necessarily bar you from employment.

Equal Opportunity Employer

Employment/Affiliation History: List current/last employer first, include U.S. military service.

Employer Name	Address	City	State	Zip Code
Telephone No ()	Your Title	Department		
Summary of duties:				
Affiliation Name: (Shelter/group)	Address	City	State	Zip Code
Telephone No. ()	Your Title	Department		
		Supervisor's Name & Title		
Summary of duties:				
Have you previously done volunteer work for the above organization?				

Skills

List software in which you are proficient:				
List computer programming language in which you are proficient:				
Second Languages (including Sign Language):	Fluency			
Language	Written		Spoken	
	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Please list any other skills you may have:				

CHECK ANY THAT APPLY: This Section is Very Important.

- | | |
|--|---|
| <input type="checkbox"/> I am interested in Case work. | <input type="checkbox"/> I am interested in Red Cross/Government Relations |
| <input type="checkbox"/> I am interested in Mobile feeding. | <input type="checkbox"/> I am interested in Donations and Fundraising. |
| <input type="checkbox"/> I am interested in Shelter work. | <input type="checkbox"/> I am interested in organizing volunteers. |
| <input type="checkbox"/> I am interested in data Entry. | <input type="checkbox"/> I am interested in Disaster Assessment. |
| <input type="checkbox"/> I am interested in the procurement of supplies. | <input type="checkbox"/> I am interested in Day to Day Single Family Disasters. |
| <input type="checkbox"/> I am able to do moderate lifting. | <input type="checkbox"/> I am interested speaking about community preparedness. |
| <input type="checkbox"/> I am interested in learning to drive the ERV (Emergency Response Vehicle) <input type="checkbox"/> Other: _____ | |

I hereby certify that the facts set forth in this volunteer application are true and complete to the best of my knowledge. I understand that false statements of any kind or omission of facts called for on this application are a basis for dismissal regardless when they are discovered. I understand that any employment offered is for an indefinite duration, unless otherwise specified in writing, and is at-will, which means that either I or the American Red Cross may terminate my volunteering at any time with or without notice or cause.

Signature of Volunteer: _____ Date: _____



Invitation for Self-Identification For Volunteers

The American Red Cross is an equal opportunity employer. In recognition of its responsibility to its paid and volunteer staff, and the community it serves, the Red Cross affirms its policy to assure fair and equal treatment in all of its employment practices for all persons. We consider applicants for all positions without regard to race, color, religion, sex, age, national origin, disabled or veteran status, or other legally protected status. To help us track our organizational success, we ask your assistance in filling out this voluntary self-identification form. In addition to our internal tracking, the Red Cross must meet government record-keeping and reporting requirements.

Completion of this form is voluntary, and will not affect your application for employment or employment with the Red Cross. This information will be kept in confidence and will not accompany your application to the prospective supervisors. Please contact the EEO Office if you have any questions.

Name	Date
Volunteer position interested in?	

Check all that apply:

- Female*
- Male*
- White, Not Hispanic*
- Asian or Pacific Islander*
- Black or African – American, Not Hispanic*
- American Indian or Alaskan Native*
- Hispanic or Latino*
- Vietnam Era Veteran:* A veteran who:(1) served on active duty for more than 180 days any part of which occurred between August 5, 1964 and May 7, 1975, and was discharged or released with other than a dishonorable discharge, or (2) was discharged or released from active duty for a service-connected disability if any part of such active duty was performed between August 5, 1964 and May 7, 1975.
- Other Protected Veteran:* Veteran's who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized.

Code of Conduct

All volunteers and employees of the American Red Cross, in delivering Red Cross services and in all other Red Cross activities, shall meet the following standards of Conduct:

No volunteer or employee shall:

- a. Authorize the use of or use for the benefit or advantage of any person, the name, emblem, endorsement, services, or property of the American Red Cross, except in conformance with American Red Cross policy.
- b. Accept or seek on behalf of any person, any financial advantage or gain of other than nominal value offered as a result of the volunteer's or employee's affiliation with the American Red Cross.
- c. Publicly use any American Red Cross affiliation in connection with the promotion of partisan politics, religious matters, or positions on any issue not in conformity with the official position of the American Red Cross.
- d. Disclose or use any confidential American Red Cross information that is available solely as a result of the volunteer's or employee's affiliation with the American Red Cross to any person not authorized to receive such information or use to the disadvantage of the American Red Cross any such confidential information, without the express authorization of the American Red Cross.
- e. Knowingly take any action or make any statement intended to influence the conduct of the American Red Cross in such a way as to confer any financial benefit on any person, corporation, or entity in which the individual has a significant interest or affiliation.
- f. Operate or act in any manner that is contrary to the best interests of the American Red Cross.
- g. Operate or act in a manner that creates a conflict with the interests of the American Red Cross and any organization in which the individual has a personal, business, or financial interest. The individual shall disclose such conflict of interest to the American Red Cross chair of the appropriate governing board, the appropriate Chief Executive Officer, or the General Counsel, as applicable, upon becoming aware of it. Where required, the individual shall absent himself or herself during deliberations, and shall refrain from participating in any decisions or voting in connection with the matter.

**AMERICAN RED CROSS CODE OF CONDUCT
CERTIFICATION AND DISCLOSURE**

I, _____ certify that I have read and understand the Code of Conduct of the American Red Cross and agree to comply with it, as well as applicable laws that impact the organization, at all times.

Disclosure of Actual or Potential Conflicts:

I affirm that, except as listed below, I have no personal, business, or financial interest with any organization that conflict, or appear to conflict, with the best interests of the American Red Cross:

Future Actual or Potential Conflicts:

At any time during the term of my employment or volunteer status with the American Red Cross, should an actual or potential conflict of interest arise between my personal, business, or financial interests and the interests of the Red Cross, I agree to:

- a. Disclose promptly the actual or potential conflict to the chair of my unit, the executive of my unit, my department head, or the General Counsel, as applicable; and
- b. Until Red Cross approves actions to mitigate or otherwise resolve the conflict, refrain from participating in any discussions, deliberations, decisions or voting related to the conflict of interest.

Printed Name

Signed Name

Date