

# IRIS Volunteer Application

Thank you for your interest in volunteering at IRIS. Over the years, volunteers have generously contributed their time to make our programs strong. The information provided in this application is confidential and for internal use only.

Please download and complete the application thoroughly, then submit it along with your most recent resume to our Volunteer Programs Specialist: [volunteer@irisct.org](mailto:volunteer@irisct.org). You may contact the VPS with any questions or concerns.

It is our policy to provide equal opportunities without regard to race, religion, national origin, gender, sexual preference, age, or disability.

\* Required

1. **Email address \***

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## Contact Information & Getting To Know You

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2. **Name: \***

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3. **Birthdate: \***

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*Example: December 15, 2012*

4. **Phone Number: \***

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5. **Address: \***

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6. **Where did you hear about IRIS volunteer opportunities?**

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## Volunteer Preferences

**7. Please select your first preference for volunteering \****Check all that apply.*

- Women's Sewing Teachers & Assistants (Wellness Classes)
- Childcare for Wellness classes
- ESOL teacher for Family Literacy Program
- College & Career Readiness Youth Mentor
- College & Career Readiness Youth Mentor/Driver
- Women's Jewelry Class teacher and assistant
- Sewing machine repair technician
- Sewing donations sorting/processing
- In school tutor
- Infant and toddler childcare assistant for Family Literacy Program
- Pre-school readiness classroom assistant
- Pre-school readiness special class teacher (Wednesdays)
- Parent educator for Family Literacy
- General donations sorting/processing
- Food pantry
- Earned income tax credit mentor
- Citizenship preparation coordinator
- Interpretation/translation
- CORE class driver
- Development volunteer
- Employment volunteer
- Other: \_\_\_\_\_

**8. Please select your second preference for volunteering \***

*Mark only one oval.*

- Women's Sewing Teachers & Assistants (Wellness Classes)
- Childcare for Wellness classes
- ESOL teacher for Family Literacy Program
- College & Career Readiness Youth Mentor
- College & Career Readiness Youth Mentor/Driver
- Women's Jewelry Class teacher and assistant
- Sewing machine repair technician
- Sewing donations sorting/processing
- In school tutor
- Infant and toddler childcare assistant for Family Literacy Program
- Pre-school readiness classroom assistant
- Pre-school readiness special class teacher (Wednesdays)
- Parent educator for Family Literacy
- General donations sorting/processing
- Food pantry
- Earned income tax credit mentor
- Citizenship preparation coordinator
- Interpretation/translation
- CORE class driver
- Development volunteer
- Employment volunteer
- Other: \_\_\_\_\_

**9. Why are you interested in these roles? \***

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**10. Please list every language you speak and your skill level in each (Beginner, Intermediate, Advanced, Superior) \***

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## Availability

Please note that all applicants must be able to commit to a minimum of six months in their volunteer role unless they have already made other arrangements with the Volunteer Programs Specialist.

- 11. Does your availability match that of the specific volunteer role you are applying for? Details for volunteer positions are provided on the website at [irisct.org/volunteer](http://irisct.org/volunteer). \*

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- 12. 3. Please list your desired start date

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## Driving IRIS Clients

- 13. 1. Some volunteer roles involve driving IRIS clients. Would you be willing to drive IRIS clients in your own vehicle to appointments when needed to fulfill your internship responsibilities? (Must be authorized to operate a motor vehicle in Connecticut, have a current driver's license, automobile insurance, and a safely operating car.) \*

Mark only one oval.

- No
- Yes
- Other: \_\_\_\_\_

- 14. 3. Has your license ever been revoked? (If yes, please explain) \*

Mark only one oval.

- No
- Yes
- Other: \_\_\_\_\_

- 15. 6. Have you ever been convicted of a felony or misdemeanor that resulted in imprisonment? (If yes, please explain)

Mark only one oval.

- No
- Yes
- Other: \_\_\_\_\_

## References

Please provide two references who know you personally and/or professionally and who are not related to you.

### Reference 1

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**16. Name, Address, Telephone/Email \***

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**17. How long and in what capacity have you known this person? \***

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## Reference 2

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**18. Name, Address, Telephone/Email \***

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**19. How long and in what capacity have you known this person? \***

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## Volunteer Confidentiality and Safety

**20. I hereby authorize IRIS-Integrated Refugee & Immigrant Services ("IRIS"), to contact all my employment and educational references, and to inquire about, investigate, and obtain copies of any record which relate to me from my former employers and educational institutions I have attended. I hereby release IRIS and all affiliated entities , as well as any person or institution that provides IRIS with any information about me, from any and all liability whatsoever resulting from such inquiry, investigation, or communication. \***

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21. I hereby grant the IRIS-Integrated Refugee & Immigrant Services (“IRIS”), its employees, agents, affiliates, subsidiaries, assigns, licensees and successors, the right to use my image and likeness and any audio/visual representation thereof, in support of its mission. Audio/visual representations of my image and likeness include, but are not limited to, photographs, digital images, video and audio recordings and clips. I acknowledge and agree that IRIS owns all of its products containing my image and likeness and any audio/visual representations thereof, and may use such audio/visual representation in any manner or medium without notifying me, including composite or modified representations, in the IRIS in New Haven websites, publications, promotions, fundraising materials, posters and exhibitions , as well as for any other use. I further acknowledge and agree that I will not receive any compensation from the IRIS related to the use of my image or likeness and any audio/visual representation thereof. (Optional)

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22. As an IRIS Volunteer, you may become privy to matters of a confidential nature regarding IRIS clients and IRIS. You should not disclose any confidential matters regarding IRIS, its donors and beneficiaries and when your volunteer role comes to an end, you should provide to IRIS all IRIS material in your possession, of whatever origin, including without limitation duplicates, facsimiles, electronic versions, models, prototypes, and notes relating thereto. You may use IRIS’s name and/or marks only for activities authorized by IRIS. We also ask that while volunteering with IRIS, you conduct yourself in accordance with IRIS’ Standards for Professional Conduct and IRIS’s policies. Please sign below acknowledging your understanding that internships and volunteer opportunities are non-paid positions within IRIS. Signing also acknowledges understanding and acceptance of this agreement and that all information provided in this application is true to the best of your knowledge. I confirm that I have completely read the foregoing, understand its contents, and have voluntarily signed this Consent and Release. \*

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## Resume or CV

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In order for your application to be reviewed, please email your most recent resume or CV (format: Last name, First name Resume.pdf) to [volunteer@irisct.org](mailto:volunteer@irisct.org). If you have been out of the workforce for an extended period of time, we still welcome you to volunteer at IRIS. Please send us a list of recent activities, skills, and any other information that will help us get to know you.

