



## VOLUNTEER AND BOARD APPLICATION

Application Date:

### PERSONAL INFORMATION

Full Name:

Date of Birth:

Home Address:

City:

State:

Zip:

Mailing Address (if different):

City:

State:

Zip:

Primary Phone:

Secondary Phone:

Email:

Preferred Contact Time:

Hours Available Per Week:

Emergency Contact:

Phone:

Driver's License # (Must Attach Copy):

State:

Expires:

Do you have any conditions which would limit your volunteer activities?

If yes, please explain:

What days are you available?

### EDUCATION

Last year of school completed (grade school, some college, bachelors, masters, PhD):

Area of Study or Interest:

Year Graduated:

Training or Skills:

Languages Other than English:

### EMPLOYMENT

Current or recent employer:

Your Position:

Address:

Phone:

## REFERENCES

**(For Volunteers 17 Years of Age or Older)**

Name:

Relationship to you:

Address:

Phone:

Email:

Name:

Relationship to you:

Address:

Phone:

Email:

Name:

Relationship to you:

Address:

Phone:

Email:

## VOLUNTEER and COMMUNITY SERVICE INTERESTS

Why would you like to volunteer/serve as a board member?

Have you ever served on a city-appointed board before? If yes, which ones and for how long?

What will make you a good volunteer/board member?

Are you in need of community service hours?

How many?

Select all categories that interest you:

**Fire Department**

Bucket Brigade	Duties Assigned at Events
Other Duties as Assigned	
<b>Appointment to Board or Commission</b> <i>** Eligibility: The following individuals are eligible to serve on City of Gladewater boards and commissions: 1) All ad-valorem tax-paying residents, business owners, renters and/or lessees of property within Gladewater and the surrounding communities. 2) Any individuals possessing specific knowledge, skill sets or expertise that has demonstrated interest in the betterment of Gladewater.</i>	
Airport Board	Planning and Zoning
Parks and Recreation	Zoning Board of Adjustments
GEDCO	Historical Preservation Liaison
<i>**Note: The Historical Preservation Liaison shall be one of the following: an architect, planner, design professional, historian, archaeologist or related profession, a real estate professional, attorney, owner of a historic landmark or property in historic district, or a member of a local historical or preservation organization.</i>	
<b>Library (Check all that apply):</b>	
Book Finder	Computer Classes
Clerical	Computer Monitor
Friends Book Sales	Greeter
Maintain Bookshelves	Prepare Mailings
Process Items	Repair Books
Special Events	Tutoring
Other (Please explain what you would like to do or what you would like to learn to do in a library setting):	
<b>Police Department</b>	
<b><i>For Volunteers 17 Years and Up:</i></b> Must be able to pass a background check, be of good moral character, be able to read and write English, and furnish references.	<b><i>For Volunteers 14 to 16 years:</i></b> Must attend meetings for the Explorers.

<p>Basic Duties:</p> <ul style="list-style-type: none"> <li>• Light filing</li> <li>• Typing</li> <li>• Clerical Work</li> <li>• Other duties in operations as the responsibility increases</li> </ul>	<p>Basic Duties:</p> <ul style="list-style-type: none"> <li>• Some physical activities</li> <li>• Workshops</li> <li>• Work with investigative equipment</li> <li>• Mental and physical evaluation of mock crime scenes (i.e.: Thefts, burglaries, and forgeries)</li> </ul>
<p><b>Public Works</b></p> <p>Basic Duties: Roadside trash pick-up and community flower bed cleaning. This is perfect for those who need community service hours.</p>	

### STATEMENT OF AGREEMENT

**Please read each statement and initial on the appropriate line. For volunteers 17 years and under, a parent or guardian's initials are required.**

**I agree to abide by all of the Policies and Procedures of the City of Gladewater and any Departments' separate Policies and Procedures while volunteering.**

**I agree to not consume, use, possess, or be under the influence of any drugs or alcohol products while volunteering.**

**I agree that any conduct or pattern of conduct that would tend to disrupt, diminish, or otherwise negatively affect public perception of the City of Gladewater will result in dismissal with no prior notice or warning.**

**I agree that my volunteer assignment will have a trial and assessment period.**

**I agree that my volunteer assignment may be changed, ended, or terminated at any time for any reason.**

**I agree to be photographed, videotaped, and/or recorded while volunteering with the City of Gladewater. I understand that the City of Gladewater will own rights to and may use this media (photographs, videos, audio recordings, and/or my statements), in whole or part, in the City of Gladewater's materials such as printed publications, the City of Gladewater's website, videos, social media, grant proposals, and promotional materials to support the City of Gladewater and its programs. As far as I know, what I say and do in this media will not violate the rights of any other person or company. If I no longer want my photos and/or story to be used, I agree to contact the City of Gladewater's respective department representative for whom I will be volunteering. Once requested, the City of Gladewater will not create new materials using participants'**

media but may continue to use already printed materials until replacements can be made.

**I am not an employee or contractor of the City of Gladewater. I hereby release, indemnify, and hold harmless the City of Gladewater, its officers, directors, and employees, and the organizers, sponsors, and supervisors of all City of Gladewater activities from any and all liability in connection with any injury I may sustain (including any injury caused by negligence) in conjunction with volunteering with the City of Gladewater.**

**I do not have a health condition, physical limitation, impairment, or disability that would render me incapable of performing the tasks for which I am volunteering. I will not undertake any action which I am not physically capable of performing. I will furnish any supplies or equipment necessary to ensure my safety during the performance of my volunteer assignments.**

**I waive any right to suit against the City of Gladewater, its officers and employees, and the owner of the location of the activity, including heirs, assigns, administrators, executors, agents, or employees, for any action arising from my actions as a volunteer and shall indemnify and hold harmless the City of Gladewater in the event that I am sued for any action I may take as a volunteer.**

**I understand that there are requirements for making public any conflicts of interest I may have in service as a volunteer or on any board. I understand that in compliance with Chapter 552, Vernon's Texas Codes Annotated (Open Records Law), information provided on this application may be available to the public upon request and will be kept on file for at least two years. I understand that the volunteer/board position I am applying for has attendance requirements and I may be subject for removal for excessive absences.**

**I agree that depending upon the nature of the volunteer assignment, the City of Gladewater may deem it necessary to obtain a Drivers License Record, a Criminal History Report, and/or Wanted Information Report on individuals volunteering for the City of Gladewater. I hereby consent to the City of Gladewater to make any requests for a Drivers License Record, a Criminal History Report, and/or Wanted Information Report on me. I release, relinquish, and remise the City of Gladewater, its employees, agents, and representatives, from any and all causes of action or liability which I may have or which arise out of, or as a result of, the reports herein authorized. Furthermore, I understand that my failure to execute this informed consent will result in my not being further considered for volunteerism.**

**I HAVE NOT been convicted and/or placed on probation for any criminal offense.**

**I HAVE been convicted and/or placed on probation (Please list the date and type of offense):**

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By signing below, I certify that the answers given in this application are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application as may be necessary for the purposes of determining an appropriate and satisfactory volunteer position for me, including contacting my references. I understand that this application is not, and is not intended to be, a contract. I understand that false or misleading information provided in my application or interview may result in my not being able to continue as a volunteer with the City of Gladewater.

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

Full Name (Please Print): \_\_\_\_\_

*For volunteers 17 years of age or under, a parent or guardian's signature is also required:*

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name (Please Print): \_\_\_\_\_

**Please return completed application to the appropriate department:**

**Fire Department**

**Library**

**Police Department**

**City Hall**