



Diocese of Madison Volunteer Application

Date: _____

Name: _____
Last First Middle Initial

Address: _____
Street City State Zip Code

Phone: _____
Home Phone Work Phone Cell Phone

May we contact you at work? _____

Email Address: _____

Emergency Info: (Please List Two Emergency Contacts)

Name Relationship Phone

Name Relationship Phone

(Please Circle Last Year Completed)

Education: High School 1 2 3 4 College 1 2 3 4 Graduate 1 2 3 4

Last School Attended

Degree Earned

Employment:

Current Employment: _____
Company Position

Job Duties

Supervisor and Phone # Hire Date

Previous Employment: _____
Company Position

Job Duties

Supervisor and Phone # Reason for Leaving Employment Dates

Previous Employment:

Company	Position	
Job Duties		
Supervisor and Phone	Reason for Leaving	Employment Dates

Volunteer Employment:

Organization	Position
Supervisor and Phone	Dates of Service
Organization	Position
Supervisor and Phone	Dates of Service

Professional References: Please provide the following information (do not list friends or family members)

Name	Relationship	How Long Have You Known This Person?
Complete Address		Phone Number

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Complete Address		Phone Number

For What Positions Would You Like to Volunteer?

Have you volunteered here before? If so, what programs were you involved in and why did you leave?

Please describe any skills, teaching experience or certifications that would help you in your volunteer work.

If you would like to attach a resume or other additional information, please feel free to do so.

Availability: Please indicate your availability hours in the boxes below:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning							
Afternoon							
Evening							

Have you ever been convicted of, pled guilty or no contest to a felony, misdemeanor, or other offense (other than a routine traffic offense), or been less than honorably discharged? _____ Are there currently any criminal charges pending against you? _____ Please explain any Yes answers: _____

A conviction record is not an automatic bar to employment unless the circumstances of the conviction are substantially related to the circumstances of the job

I certify that all of the statements made in this application are true and complete, and have been given voluntarily. I understand and agree that if any false statements or omissions are made on this application, I may be released from the volunteer program. I understand that a criminal background check must be satisfactorily completed before any volunteer employment will be offered. I authorize the Diocese of Madison and any of its parishes, schools or other entities to which I have applied to contact any or all of my former employers and any or all of the references noted above for the purposes of verifying the information I have provided. I release the Diocese of Madison and its parishes, schools and other entities from any liability resulting from the release of such information.

I understand that I will not be paid for my services as a volunteer, and that completing an application for the volunteer program does not guarantee acceptance into a volunteer position.

Applicant Signature

Date