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## Volunteer Application Form

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

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

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone (Day): \_\_\_\_\_

Telephone (Evening): \_\_\_\_\_

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

If you are under 18, what is your age? \_\_\_\_\_ \*\*

\*\*if so you will need a parent/ guardian's signature: \_\_\_\_\_

### Emergency Contact information:

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

Relationship: \_\_\_\_\_

Telephone: (Day) \_\_\_\_\_

### Please check off all areas that you would like to volunteer for:

<input type="checkbox"/>	Youth Drop-in Centers	<input type="checkbox"/>	Music in the Park
<input type="checkbox"/>	Adopt a Flower Bed	<input type="checkbox"/>	Spring Planting of Flowers
<input type="checkbox"/>	Open Garden Tour	<input type="checkbox"/>	Neighbourhood Sweep
<input type="checkbox"/>	Skate Park Fundraising	<input type="checkbox"/>	Movie under the Stars
<input type="checkbox"/>	Community Paint Outs	<input type="checkbox"/>	Park Clean-ups
<input type="checkbox"/>	Winter Festival	<input type="checkbox"/>	Police Services

\*Application continued on back\*

For specific volunteer opportunities please visit the Volunteer Program website.

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City of Brandon

## VOLUNTEER DEVELOPMENT PROGRAM



**Operational Services**  
900 Richmond Avenue East  
Brandon, Manitoba  
R7A 7M1

**Phone: 204-729-2257**  
**Fax: 204-729-2485**

## Mission

To promote community participation in City of Brandon programs and departments by providing opportunities that will benefit the individual, the community and the City of Brandon

Volunteers play a vital role in many City programs and activities. By volunteering your time, energy and skills in Brandon, you are helping us provide the very best service for our community.



## Volunteer Opportunities

There is a number of volunteer opportunities available within many City of Brandon departments. Opportunities exist in the following departments and programs:

- **Brandon Police Service**
- **Parks Section**
- **Community Services**
  - Cultural & Special Events
  - Youth Programs
  - Neighbourhood Sweeps
- **Fire/ Emergency Services**
- **Various positions with advisory committee's on an as needed basis.**

For a full list of all available volunteer opportunities please visit the Volunteer Program website at [www.brandon.ca/volunteer](http://www.brandon.ca/volunteer).

# Volunteer Development Program

## Benefits of Volunteering

### Personal Benefits

- Increased social awareness.
- Learn new skills.
- Enjoy better health.
- Gain self-confidence.
- Discover your strengths and weaknesses.
- Build a sense of independence.
- Expand your social circle.
- Good for your resume.

### Skill Development

Volunteering prepares you for the workforce. By volunteering you:

- Develop new skills and abilities.
- Gain valuable work experience.
- Explore career options and opportunities.
- Develop a job finding network.

Services provided by the Volunteer Program office include:

- **Maintain a database of open volunteer opportunities.**
- **Publicize volunteer opportunities electronically and in print.**
- **Conduct orientation and screening interviews.**
- **Refer prospective volunteers to proper City departments.**
- **Offer City wide recognition and acknowledgement.**



## Volunteer Development Program Website

There is an abundance of information available on the regularly updated volunteer website. Information available on the site includes:

- **View all departments volunteer positions and descriptions that are available.**
- **Apply on-line for all City volunteer positions.**
- **General Volunteer Application form.**
- **Volunteer Handbook providing information on the City and programs.**
- **Recognition of volunteers in the community.**
- **Contact information.**

[www.brandon.ca/volunteer](http://www.brandon.ca/volunteer)

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# Volunteer Application Form

## Confidentiality Agreement

1. I acknowledge and confirm that as a volunteer I may acquire information from the City and/or other parties, about certain matters and things which are of a confidential nature and that such information is the exclusive property of the City and is only to be used for the benefit of the City and will remain in the strictest confidence.
2. I affirm that the information referred to above could be used to the detriment of the City and the volunteer activities and thereby undertake to treat as confidential all information, contracts or resources. I agree not to disclose the same to any third party either during the term I am volunteering for the City or at any time thereafter unless required by law to do so.
3. I agree that any sensitive information gained as a result of my position will remain in strictest confidence.
4. I agree to exercise due care to ensure that any information I may give to others in the course of my duties as a volunteer or otherwise is information that is required to be given and is given to a party entitled to receive such information.
5. I agree I will not discuss or publicize any of the confidential aspects of my work in oral, written or any other medium of communication to the media or any other outside agencies. Details of my volunteer work can be discussed with representatives of the media without discussing sensitive information.

**Depending on the nature of the volunteer assignment a criminal record check/ child abuse registry check will need to be completed.**

**I confirm that I have read the above statements and agree with them and I will therefore adhere to all**

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Declaration:** I agree that personal information for volunteer reasons may be held and used for keeping in contact. This information, including that contained in this form, can be stored manually and/or electronically. It will be held securely and only accessed by authorized personal.