



# INDIVIDUAL VOLUNTEER APPLICATION

\*Volunteer applications are for individual volunteers. Please complete the entire form. *Groups should contact Jen Winter at [jwinter@nycommonpantry.org](mailto:jwinter@nycommonpantry.org) to schedule a group opportunity.*

\*All volunteers **MUST** wear closed toed shoes and comfortable knee-length clothing that can get dirty. Appropriate dress is pants or capris and t-shirts (nothing revealing).

\*Most volunteers must be able to lift 50 lbs. and work for an extended period of time though we have some opportunities for those who are unable to do so.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**\*Would you like to be added to an electronic mailing list that gets notified of upcoming shifts when extra help is needed?\***  
\_\_\_\_\_ Yes \_\_\_\_\_ No

Best Time to Reach You: \_\_\_\_\_

Birthday: Month \_\_\_ Day \_\_\_ Year \_\_\_\_\_

Are you a member of one of our religious sponsoring organizations? \_\_\_\_\_ Yes \_\_\_\_\_ No

(If Yes, which one) \_\_\_\_\_

How did you hear about our volunteer program? If applicable, please include the name of the organization or individual, and phone number.

Do you have any special skills, hobbies, or experience that may be useful in your work with NY Common Pantry? i.e.- fundraising, graphic design, counseling, arts/crafts, cooking, **language skills**

Do you have any special considerations, i.e. physical or medical, that we should be aware of?

\*Have you ever been convicted of a crime? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

\*Are there any criminal matters pending against you? Yes \_\_\_\_\_ No \_\_\_\_\_

Please indicate any additional information that may be helpful to us \_\_\_\_\_

\* Applicants who indicate a conviction of a crime or pending criminal matters will not be summarily rejected.

Further questions on reverse side. →

**Reference:** (preferably someone who works, or has worked, with you)

Name \_\_\_\_\_ Phone \_\_\_\_\_

**Emergency Contact Information:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

*I certify that the statements made in this volunteer application are true and correct to the best of my knowledge.*

*I hereby authorize New York Common Pantry to contact the reference given above as needed for volunteer placement.*

*I understand that as a volunteer I am required to abide by all rules and regulations of New York Common Pantry. I also understand that I will not be paid for my services as a volunteer.*

*I understand that volunteerism at New York Common Pantry may mean working in warehouse conditions and can include, but is not limited to, lifting, working around heavy moving equipment, and handling damaged food products. I hereby accept and assume full responsibility for any injury I might suffer while volunteering at New York Common Pantry.*

Signature of Applicant \_\_\_\_\_ Date Signed \_\_\_\_\_

**INDIVIDUAL VOLUNTEER OPPORTUNITIES AVAILABLE**

**Ongoing**

Please check this box if you would like to provide ongoing volunteer support on a regular basis for any of the following activities:

Calling Senior Participants of Nourish Program on a weekday of your choice from 9:00AM-5:00PM (must speak Spanish or Chinese) [423 East 138<sup>th</sup> Street] Please write in preferred weekday(s) and available hours:

Day(s): \_\_\_\_\_ Hours: \_\_\_\_\_

Packing commodities for Nourish on any weekday of your choice from 9:00AM-1:00PM (must be able to lift 30+ lbs.) [423 East 138<sup>th</sup> Street] Please write in preferred weekday(s):

Day(s): \_\_\_\_\_

Packing commodities for Nourish on any weekday of your choice from 1:00PM-5:00PM (must be able to lift 30+ lbs.) [423 East 138<sup>th</sup> Street] Please write in preferred weekday(s):

Day(s): \_\_\_\_\_

Updating Participant Rosters for Nourish on any weekday of your choice from 9:00AM-5:00PM (must be comfortable with Excel) [423 East 138<sup>th</sup> Street] Please write in preferred weekday(s):

Day(s): \_\_\_\_\_

Loading vans for Nourish on any weekday of your choice from 7:00AM-9:00AM (must be able to lift 50+ lbs.) [420 Hunts Point Avenue] Please write in preferred weekday(s):

Day(s): \_\_\_\_\_

Packing Site Orders for Nourish on any weekday of your choice from 8:00AM-12:00PM (must be able to lift 50+ lbs.) [420 Hunts Point Avenue] Please write in preferred weekday(s):

Day(s): \_\_\_\_\_

Unloading Vans and Clean Up for Nourish on any weekday of your choice from 3:00PM-5:00PM (must be able to lift 50+ lbs.) [420 Hunts Point Avenue] Please write in preferred weekday(s):

Day(s): \_\_\_\_\_

## Specific Date or Dates

Please check this box if you would like to volunteer on a specific date or dates.

Please indicate the date(s) that you are available to volunteer in the space provided. Once this information is received, you will be contacted with our volunteer need within your timeframe.

## As needed

Please check this box if you would like be notified via email of specific times when individual volunteer support is needed

Please provide email address to be notified of specific times when help is needed in our programs:

\_\_\_\_\_ @ \_\_\_\_\_

**Please email completed application to:**

Jen Winter, Volunteer Coordinator

**E-Mail:** [jwinter@nycommonpantry.org](mailto:jwinter@nycommonpantry.org)