



Application for Volunteer Services

Mercy Corps has many volunteer opportunities. Please provide information below.

Name _____

Address _____

Phone number _____ E-mail address _____

Other social networks used: _____

I am interested in volunteering for (check all that apply):

1-time events (low-commitment) Short-medium term projects Regularly scheduled hours

Days available for work:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday Evenings

Times of day available for work: _____

Total hours available for work: Weekly? _____ Monthly _____

Length of time you would be able to commit to a volunteer position _____

Please check where you are interested in volunteering (check all that apply):

General (anywhere, including Action Center & Mercy Corps Northwest)

Mercy Corps Administrative Offices

Mercy Corps Action Center

Mercy Corps Northwest

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Skills and Experience:

General (Skills needed by all groups at Mercy Corps)

Please give specific examples of your experience.

- Calligraphy _____
- Computer, information technology expertise (list applications) _____
- Conversations with strangers _____
- Event coordination and management _____
- Fundraising _____
- General office skills _____
- Organizing projects _____
- Telephone reception _____
- Writing _____

Please list additional information about your experience or any other additional skills:

Education/Training: Please list your post-secondary level education (where and in what) and/or training accomplishments:

Community Service Experience:

Overseas Experience:

Have you ever lived or worked abroad? Where? Please describe the organizations you worked with, activities you participated in, and the length of time you were abroad.

Languages: Please list any language skills, including level of fluency:

If you are currently employed, who is your employer and what is your position? _____



Additional Helpful Skills for the Action Center

(The Action Center prefers to schedule shifts of at least 5 hours)

Please give specific examples of your experience.

Experience working with the public (please list in what capacity) _____

Retail experience, working with cash/credit sales (please list specific experience) _____

Volunteer coordination (events, scheduling volunteers, management) _____

Writing, editing, press releases, announcements, web content _____

Additional Helpful Skills for Mercy Corps Northwest

Please check if you are interested in being a:

General office volunteer (complete the info in the General Mercy Corps Volunteer skills section)

Mentor (use our online program, <http://bit.ly/MicroMentor>, to connect with a MCNW client)

Topic-specific seminar presenter or facilitator (please complete the section below):

Mercy Corps Northwest Topic-Specific Seminar Skills:

How many years of business ownership do you have? _____

How many years of business management do you have? _____

Please check any categories that describe your business experience or expertise:

Accounting, bookkeeping, and/or QuickBooks training

Business start-ups and/or development plans

Finance, financial documents, credit counseling, and/or tax preparation

Web development and management, e-commerce, and/or internet marketing

General management, human resources, facilitation, and/or group training and education

Legal counseling/advising

Marketing and advertising

Other skills: interpretation and translation, technology, etc. (Please describe “other” skills below)

Additional Business Experience or Skills:

Industry Experience: Which industry sectors do you have experience in? (For example: agriculture, food products/services, marketing/communications, manufacturing, etc.)

Emergency Contacts:

1. Name: _____
Address: _____
Telephone: _____

2. Name: _____
Address: _____
Telephone: _____



References:

1. Name: _____
Address: _____
Telephone: _____
Relationship: _____

2. Name: _____
Address: _____
Telephone: _____
Relationship: _____



Signature:

Declarations: I affirm that all statements herein are true and accurate to the best of my knowledge and my ability to answer, and I authorize Mercy Corps to check my education, employment and community service background as necessary to complete the application process.

(Signature of Applicant) (Date)

THANK YOU for your interest. We look forward to working with you!
Please send this application to:
Mercy Corps Volunteers
Attn: Sarah Harrison
45 SW Ankeny
Portland, OR 97204