



# Volunteer Mentor Application

Please print all information legibly

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

Payment: Yes/No

Copy/Original

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

Please list any potential aliases (i.e. maiden name) \_\_\_\_\_

Birth Date (00/00/0000): \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security #: \_\_\_\_-\_\_\_\_-\_\_\_\_

Ethnicity: \_\_\_\_\_ Gender: Male / Female

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Please check preferred site:

Blazers Club  Inukai Club  JWR Club  Meyer Club  Regence Club  Wattles Club  Other

Were you referred to Boys & Girls Club: Yes/No If yes, by whom? \_\_\_\_\_

Does your employer offer a volunteer benefits program? Yes/No Contact Person: \_\_\_\_\_

Have you even been arrested for, charged with, or convicted of a crime including felonies, misdemeanors and serious traffic violations? Yes/No

If "yes", please describe in detail the offense(s) and date(s) include city and state (use additional page if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you seeking to fulfill court-appointed community service hours?\* Yes/No If "yes", how many hours? \_\_\_\_\_

*\*If your volunteer work is court-appointed, please attach court papers, assignments, deadlines, and any other necessary paperwork regarding your community service hours.*

### Volunteer Mentor Agreement

- No child is permitted to leave the Club with a Boys & Girls Club staff or volunteer except for a scheduled activity approved by the Director or Program Director, accompanied by a signed permission slip from a parent or guardian.
- Severe discipline problems must be handled by the Director or Program Director. Any and all problems regardless of severity must be reported to the Director or Program Director before the day's end.
- Inappropriate language or physical contact with a member is unacceptable and will result in immediate dismissal.
- No activities can be conducted outside the Club without the consent of the Director or Program Director. Examples: Fund-raisers, transporting members, public relations work, overnights, field trips, etc.
- The Club does not sanction activities of volunteers with Club members outside of Club sponsored activities.
- The volunteer agrees to remain within the scope of the job description and/or assigned duties.
- The volunteer grants permission to the Club to conduct a background check for security reasons and understands that volunteer services cannot begin until cleared through the online screening database, Intellicorp.

Volunteer Mentor Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Volunteer Mentor Contact Sheet

Please print all information legibly

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

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Ethnicity: \_\_\_\_\_ Gender: Male / Female

**Please check preferred site:**

- Blazers Club**  
5250 NE MLK Jr. Blvd  
Portland, OR 97211  
503.282.8280
- Inukai Club**  
560 SE 3<sup>rd</sup> Ave.  
Hillsboro, OR 97123  
503.640.4558
- JWR Club**  
2033 NE Ione St.  
Camas, WA 98607  
360.817.9966
- Wattles**  
9330 SE Harold St.  
Portland, OR 97266  
503.775.1549
- Meyer Club**  
7119 SE Milwaukie Ave.  
Portland, OR 97202  
503.238.6868
- Regence Club**  
4430 N. Trenton  
Portland, OR 97203  
503.853.8678
- Other (Please Indicate Location)**  
\_\_\_\_\_

Availability: Please indicate the days & times you are available:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Were you referred to Boys & Girls Club: Yes/No      If yes, by whom? \_\_\_\_\_

Please indicate the types of activities you'd be interested in volunteering for: \_\_\_\_\_  
\_\_\_\_\_

**References (Please provide full names, current telephone numbers and relation):**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

All prospective volunteer mentors must be cleared through a background check before beginning volunteer hours at the Club site. The volunteer mentor is responsible for a \$15 fee to process this background check. Background checks are processed through a secure online screening system, Intellicorp. Applications can be dropped off at the specific Club location or mailed to P.O. Box 820127 Portland, OR 97282. Please make checks payable to the Boys & Girls Clubs of Portland. Volunteer mentors who are membership age (between the ages of 6-18 and enrolled in school) do not need to complete this form. Contact the Club for a membership form or download from our website, [www.bgcpportland.org](http://www.bgcpportland.org). For questions about volunteer opportunities please contact the Club location where hours will be completed. Contact information for each site can be found at the Boys & Girls Clubs of Portland website.

For BGCP use only:

Date Received: \_\_\_\_\_

Paid:    Yes/No

Date Cleared: \_\_\_\_\_

Orientation Date: \_\_\_\_\_