

Warming Center Volunteer Application
 Human Resource Development Council
 32 South Tracy • Bozeman, MT 59715



I. Contact: Date _____
 Name _____
 Street _____
 City _____ Zip _____ Phone _____
 E-mail address _____ Birth Date _____
 Emergency Contact: _____ Phone _____

II. Background Information

Please list places you have worked and/or volunteer sites, most recent first:

Employer/Volunteer Position	Phone Number	Job Title	Dates Worked

Please list any special skills, training or hobbies:

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

Are you willing to submit to a criminal background check? Yes No

III. Volunteer Job Description

Volunteer position is open to fill shifts alongside paid staff. Anticipated duration is from approximately November 22, 2011, until on or about March 31, 2012. Irregular volunteer shifts include nights, early mornings, and weekday and weekend hours including holidays. Primary shifts are from 7:00pm-7:00am. Secondary shifts are either 7:00pm-1:00am or 1:00am-7:00am

Job Summary:

The Warming Center is a program operated through the HRDC and provides the homeless population a warm place to stay from 7pm to 7am nightly (mid November to end of March). The Warming Center Volunteer provides support to the Coordinator and/or Lead to ensure that center is managed in a way that provides safety and protection for all guests, volunteers and the facility staff. The volunteer worker will take direction from the Coordinator and/or lead making sure that shift operations are carried out accordingly from time of check in to time of check out.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7pm-1am							
1am-7am							

I agree that everything in this application is true to the best of my knowledge and that the HRDC may conduct a criminal background check.

Signature: _____ Date: _____

Please turn in applications to: Stephanie Gray at the HRDC, 32 S. Tracy, Bozeman, MT., 59715. Questions can be directed to Stephanie at 406-585-4874.

