



# Chesterfield County Volunteer Application

Providing Volunteer Opportunities that Make a Difference  
[chesterfield.gov](http://chesterfield.gov)

Date \_\_\_\_\_ Birth date (If under 18) \_\_\_\_\_

Position Applying for: \_\_\_\_\_ Department \_\_\_\_\_

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Position Applying for: \_\_\_\_\_ Department \_\_\_\_\_

**PERSONAL INFORMATION**

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

Street Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Other Phone \_\_\_\_\_

In case of emergency, please contact: \_\_\_\_\_ Phone \_\_\_\_\_

Are you a current/former employee of Chesterfield County?  YES  NO

If yes, what department? \_\_\_\_\_ Name when employed \_\_\_\_\_

**BACKGROUND VERIFICATION**

Have you ever been convicted of a Felony?  YES  NO Misdemeanor?  YES  NO

If yes, give dates and please explain: \_\_\_\_\_

Are there any pending charges against you?  YES  NO Felony \_\_\_\_\_ Misdemeanor \_\_\_\_\_

If yes, give details: \_\_\_\_\_

**EDUCATION HISTORY**

Name and address of school/colleges attended and grade/credits/degree completed, starting with most recent:

Name and Location of School attended	Dates Attended	Credits/Grade completed	Area of Study, if applicable

If you did not graduate from high school, do you have a GED?  YES  NO

Please list any certificates, licenses, memberships which may be relevant to your application:  
\_\_\_\_\_

**EMPLOYMENT HISTORY**

Are you currently employed:  Full-time  Part-time  Retired  Student  Other

Current Employer \_\_\_\_\_ Title/Position \_\_\_\_\_

Hours/Schedule \_\_\_\_\_

Have you ever volunteered before?  YES  NO If yes, where and in what role? \_\_\_\_\_

**REFERENCES**

Please provide two personal or professional references with phone numbers and their relationship to you.

1. Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

2. Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

**VOLUNTEER INFORMATION**

Are you a court-mandated volunteer?  Yes  No Number of hours needed \_\_\_\_\_

Are you volunteering for school credit?  Yes  No Number of hours needed \_\_\_\_\_

When are you available to begin volunteering? \_\_\_\_\_

How often are you interested in volunteering?  Daily  Weekly  Monthly  As Needed

Which would you prefer?  A short-term project  An on-going position

When can you volunteer? County offices are generally open weekdays from 8:30 – 5:00 pm. Some programs may have evening or weekend shifts available.

Hours Available	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
Morning (8-Noon)							
Afternoon (Noon – 5p.m.)							
Evening (after 5 p.m.)							

How did you hear about Chesterfield County’s Volunteer program and why would you like to get involved?

**Areas of Interest/Skill: (Check all that apply)**

- Carpentry
- Child Care
- Clerical/Office Support
- Computer Programs
- Communication/Public Speaking
- Driving/Transporting
- Education/Training Clients
- Other, please list \_\_\_\_\_
- Event Planning
- Fund-Raising
- Gardening
- Health Care
- Library Assistance
- Local History
- Mechanical/Technical
- Offering Companionship
- Outdoor Activities
- Public Safety
- Sports/Recreation
- Teaching/Tutoring/Mentoring
- Working with Animals/Nature
- Working with Seniors
- Working with Youth

**CERTIFICATION OF APPLICATION INFORMATION**

I certify that the information I have provided to the previous questions is true and correct, and that no attempt has been made to conceal pertinent information. I understand that if any information given by me in this application is found to be false or misleading, I will be subject to dismissal at any time, and I agree to hold Chesterfield County, its officials and employees harmless in that event.

**AUTHORIZATION TO OBTAIN BACKGROUND INFORMATION**

I authorize Chesterfield County to conduct a background investigation in connection with my application for volunteering. This investigation may include information as to my criminal history, schools attended, Division of Motor Vehicles records, present/past employers, professional references, and other appropriate sources. Criminal background checks will be conducted on volunteers in Juvenile Services positions. Volunteers in these categories will be required to submit to fingerprinting which will be forwarded to the Federal Bureau of Investigations. I authorize the release of any information that Chesterfield County may request from the above sources. All information received by the County will only be used in accordance with applicable law.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature, if applicant is under 18 \_\_\_\_\_ Date \_\_\_\_\_

For more information please call the volunteer coordinator at 796-7141 or visit our website at [chesterfield.gov](http://chesterfield.gov) and click on Volunteer Opportunities, or complete and return this application to address below or email to [volunteer@chesterfield.gov](mailto:volunteer@chesterfield.gov).

Volunteer Coordinator  
 Citizen Information and Resources  
 Chesterfield County  
 P.O. Box 40  
 Chesterfield, VA 23832