



THE CITY OF DARDENNE PRAIRIE
2032 Hanley Road, Dardenne Prairie, MO 63368
636-561-1718

DARDENNE PRAIRIE VOLUNTEER CORPS
VOLUNTEER APPLICATION

*Please complete this form if you are an individual wishing to volunteer your time.
If you represent a group or organization, please contact City Hall at 636-561-1718.
We consider applicants for volunteer positions without regard to race, color, religion, creed, gender,
national origin, age, disability, veteran status, or any other legally protected status.*

Last Name: _____ First Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone Number: _____ Cell Phone Number: _____

Email Address: _____

Preferred method of contact? Home Phone Cell Phone Email

Are you 18 years of age or older? Yes No

Are you a U.S. citizen or legally authorized to work in the U.S.? Yes No

Have you ever volunteered for the City of Dardenne Prairie before? Yes No

If Yes, please list where you volunteered and the dates: _____

Are you seeking service hours to fulfill a requirement? Yes No

If Yes, please explain, including contact information for your sponsor:

Present Situation: Employed Retired Student

Not Employed Organization Other

Special Skills

List any Special Skills, Training, or Hobbies:

Do you wish to be involved with (check all that apply):

Special Events and Festivals Senior Events Environmental (outdoors)

Office Work Working with children As Needed Other (please specify)

Volunteer Experience

If you have volunteered for an organization other than the City of Dardenne Prairie, please list below (use the back if needed):

Organization: _____ Dates Volunteered: _____

Volunteer Work Performed: _____

Availability

Please indicate days and times available.

If you are only available for a period of time (ie summer only) please indicate. If you would like to be called as needed, please check "long term"

Short Term Dates available: _____ Long Term

Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____

Saturday _____ Sunday _____

Are any special accommodations required? Yes No

If Yes, please explain: _____

Emergency Contact

Name: _____ Phone Number: _____

Personal or Work Reference

Name (do not include relatives/family members): _____

Phone Number: _____ Relationship: _____

I understand that I must satisfactorily undergo a screening process conducted by the City of Dardenne Prairie ("the City") before I am accepted as a volunteer. This information may consist of information about my personal characteristics, character, general reputation, and lifestyle as they relate to my ability to perform the volunteer position for which I have applied. I may also be required to provide a background check and/or drug testing. The City will rely on the results of this check as a factor in determining whether I will become a member of the Dardenne Prairie Volunteer Corp.

Please read and sign the following:

I authorize the City to conduct a background investigation of me. I agree that the City may request information from various federal, state, and other agencies, including public and private sources that maintain records concerning my past activities relating to my driving record, criminal record, civil matters, previous employment, educational background and professional licensing.

I authorize any parties contacted to release information to the City regarding my previous employment, criminal history, driving record, academic records, licenses and certifications, and any other information.

I understand that the City cannot guarantee the accuracy of any information reported to it by third parties, and I release the City from liability for damages that arise from errors or omissions in my background investigation.

I certify that all of the information I have provided is true and complete to the best of my knowledge. I understand that if any of the information I have provided is found false or has been omitted, that such false statements or omissions for my rejection or termination of my employment.

Signature of Applicant: _____ **Date:** _____