



# Gilda's Club Westchester Volunteer Application

Date of Application: \_\_\_\_\_

## Personal Information

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Street Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Email Address \_\_\_\_\_ Would you prefer to get the GCW monthly calendar via email? Y / N

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

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

Have you had cancer?

Yes If yes, please tell us about it (optional) \_\_\_\_\_

No  No, but I have a personal connection (optional) \_\_\_\_\_

Is it necessary to limit your physical activity?  Yes  No If yes, please explain \_\_\_\_\_

How did you learn about Gilda's Club? \_\_\_\_\_

I am interested in volunteering:  regularly  as we need you

## Professional Information

Place of Employment (or previous career if not working) \_\_\_\_\_

Please list any professional credentials \_\_\_\_\_

## Volunteer Experience

Have you ever been a volunteer before?  Yes  No

Organization \_\_\_\_\_ For how long? \_\_\_\_\_

Organization \_\_\_\_\_ For how long? \_\_\_\_\_

## Please give any other information you would like us to know about you:

(special talents or skills, professional credentials, what drew you to Gilda's Club Westchester, etc.)

Do you speak any other languages?  Yes  No

If yes, which ones \_\_\_\_\_

Are you proficient in any of the following computer programs: (check any that apply)

MS Word  Excel  PowerPoint  Other: \_\_\_\_\_

## Do you wish to receive information about donating to Gilda's Club, and invitations to fundraising events?

Yes \_\_\_\_\_ No \_\_\_\_\_

## Official Use Only

Date of Orientation \_\_\_\_\_ Notes \_\_\_\_\_

**Please complete BOTH sides of this application.**

**Fax to: 914-644-8284 OR Email to: [esteckler@gildasclubwestchester.org](mailto:esteckler@gildasclubwestchester.org)**

**OR Mail to: Gilda's Club Westchester, Attn: Essie Steckler, 80 Maple Avenue, White Plains, NY 10601**

# VOLUNTEER OPPORTUNITIES

Please check **ALL** of the following **Volunteer Opportunities** that you are interested in:

## PROGRAM SUPPORT

- Events Volunteers:** Attend lectures held at the Clubhouse to help with cleanup, distribute and collect evaluations, and provide feedback.
- Clubhouse Caterers:** Prepare homemade goods or other refreshments for events held at the Clubhouse.
- Reception Volunteers:** Answer phones, sign people up for program activities, and greet all who pass through Gilda's Club Westchester's red doors.
- Event Planning Committee Volunteers:** Serve on a committee to plan an event for members.
- Workshop/Lecture Facilitators:** Present on an area of expertise you have as it applies to our program (i.e. Nutrition, Meditation, Yoga, Art, etc.).

## CLUBHOUSE SUPPORT

- Clubhouse Organizers:** Help to keep the Clubhouse in order; restock pantry and other supplies; organize and tidy up various areas of the Clubhouse including the art room, library, Noogieland, the lobby, etc.).

## ADMINISTRATIVE SUPPORT

- Monthly Mailers:** Assist with preparing monthly mailings and special event mailings.
- Administrative Volunteers:** Assist with general office duties (filing, mailings, computer data entry, etc.).

## FUNDRAISING SUPPORT

- Fundraising Events Volunteers:** Assist staff on site at events with activities such as greeting, registration, selling raffle tickets, etc.
- Handwriting Volunteers:** Address envelopes for special mailings. \*Neat handwriting is a requirement!

Please indicate your general availability for volunteering:

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Morning: 9-12</b>					
<b>Afternoon: 12-5</b>					
<b>Evening: 5-8:30</b>					

Thank you for your interest in volunteering! For more information on Gilda's Club Westchester you can find us here:

[www.gildasclubwestchester.org](http://www.gildasclubwestchester.org)



facebook.com/gildasclubwestchester



@gildasclubwestchester



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