

Office Use:

date application rec'd: _____

interview date: _____

orientation date: _____


RMHC
Ottawa

 Keeping Families Close™
Garder les familles ensemble

Volunteer Application

Applicants must be a minimum of 18 years old to volunteer.

Personal Information

First Name: _____

Last Name: _____

Address: _____

Email: _____

Home Phone: _____

Cell Phone: _____

Languages: English ___ French ___ Other: _____

Birthday: Day _____ Month _____

Emergency Contact Name: _____

Phone: _____

Education

Current year of study: _____

High School	Post Secondary	Professional Training / Trade	Field of Study

 Are you receiving credit for your volunteer hours? No Yes Number of Hours required: _____

Employment

Retired: Yes No

Employer	Job Title	Employed from/to	City

Community Involvement / Volunteer Experience (don't worry if you are new to volunteering!)

Organization	Job Description	Volunteer Time Frame	City

First Aid Certified: Yes No

Special Skills, Interests and Hobbies: _____

Why are you interested in volunteering at Ronald McDonald House Charities Ottawa?

Shift Hours, please indicate the program that you are applying to:

- House 9:30 am – 1 pm, 1– 5 pm, 5 – 9 pm / Sat or Sun 1-3 pm
- Family Room 9 am – 1 pm, 1 – 5 pm, 5 – 9 pm

Are you interested in helping with:

- Evening Family Activities
- Baking / Kitchen Crew
- Data Entry / Tech Support
- Meals That Heal
- Arts & Crafts planning
- Special Events
- Administration Support
- Handyman
- Other: _____

Availability

Day	Morning	Afternoon	Evening
Mon.			
Tues.			
Wed.			
Thurs.			
Fri.			
Sat.			
Sun.			

Availability: Year-Round September – June Summer & School Breaks

Are there any restrictions that may impact you in fulfilling this commitment? (i.e. medical, family obligations, travel, mobility) _____

Do you require special accommodations during your shift? _____

References (not relatives)

Name	Organization	Relationship	Phone Number	Email

Health Info

- Have you ever had chicken pox? Yes No
- Have you had a TB-Test within the last 12 months? Yes No
- Do you have any health concerns that may affect a child staying at the House/ Family Rooms ? Yes No

- I certify that the information given in this application is correct to the best of my knowledge.
- I understand the importance of this volunteer commitment and will treat this commitment with respect.
- I understand that I am an ambassador for RMHC Ottawa, my conduct will reflect this commitment.
- I can establish personal and professional boundaries.
- I agree to provide a valid Vulnerable Sector Police Check.
- I agree to provide proof of updated immunizations and a Tuberculosis test (Family Room Program only).
- I agree to provide a minimum of two weeks notice should I need to terminate this commitment.

Signature: _____ Date: _____

Email applications to andrea@rmhottawa.com

Manoir Ronald McDonald House Charities Ottawa
rmhottawa.com

407 Smyth Road, Ottawa, K1H 8M8 Tel: (613) 737-5523 Fax: (613) 737-5524