



## Volunteer Application Form

Date: \_\_\_\_\_

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

Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Preferred way for us to contact you: \_\_\_\_\_ Best time to contact you: \_\_\_\_\_

Are you able to commit to a block of time every week? \_\_\_\_\_yes \_\_\_\_\_no

**Please tell us what you might like to do in your volunteer capacity. Check all that apply.**

\_\_\_ **Errands.** Run errands for members, assist with grocery shopping, pick up prescriptions.

\_\_\_ **Technology Assistance.** Provide assistance with PCs and Macs, help with the Internet, smart phones and iPads.

\_\_\_ **Office/Administration.** Help with computer entry, mailings, stuffing parties for newsletters, make phone calls to check on other members.

\_\_\_ **Events.** Volunteer for special BHV events.

\_\_\_ **Writing and Photography.** Write and edit articles, marketing materials and event invitations, and take member photos.

**Volunteer Opportunities:** Please fill in *days* and *times* when you are available (between 7am and 9pm).

	Morning	Mid-day	Late afternoon	Evening
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

How often would you like to volunteer? \_\_\_\_ Once a week \_\_\_\_ Twice a month \_\_\_\_ Other (please specify)

**To help us make your volunteer experience rewarding, we'd like to know a little about you. Please use the space below to list your interests and hobbies (e.g. travel, reading, sports, etc.) and any other information that you think might be relevant.**

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**Please list two references (include name, phone number, email, and relationship. Please include professional references, not family or close friends):**

1. \_\_\_\_\_
2. \_\_\_\_\_

*\*Please note: our members are highly vulnerable to COVID-19, and therefore, we require all of our volunteers to be fully vaccinated. Please initial here \_\_\_\_\_ to confirm that you have understood this requirement and will comply.*

Please return completed form to:  
Jennifer Spring, Office Manager & Volunteer Coordinator (see address below)  
Beacon Hill Village • 74 Joy Street • Boston, Massachusetts 02114 • 617.723.9713  
[info@beaconhillvillage.org](mailto:info@beaconhillvillage.org) • [www.beaconhillvillage.org](http://www.beaconhillvillage.org)