



Individual Volunteer / Internship APPLICATION

Thank you for your interest in volunteering for Hattie Larlham. Your contribution enhances our mission to provide comfort, joy and achievement to children and adults with intellectual and developmental disabilities. Qualified volunteer applicants are considered based on qualification, interests, availability and the organization's needs. As part of the process, a criminal background check and TB test may be required. Several Hattie Larlham locations require volunteers to show proof of an annual flu vaccination.

GENERAL INFORMATION			
I would like to volunteer in <input type="checkbox"/> Northeast Ohio <input type="checkbox"/> Columbus Area			
Today's Date			
Full Name			
Preferred Name			
Date of Birth			
Mailing Address			
City/State/ZIP			
Phone Numbers	Cell	Home	Preferred # <input type="checkbox"/> Cell <input type="checkbox"/> Home
Email address			
Have you lived in Ohio during the past 5 years?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you previously volunteered for Hattie Larlham?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, when did you volunteer?			
How did you hear about volunteering with Hattie Larlham?			
Are you seeking service hours for a school, religious or civic organization? If yes, please complete organization info below:		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Organization Name			
Organization Address			
Contact Person at Organization			
Contact Phone			
Contact Email address			
Hours Required			
Start Date Desired		Required Completion Date	
Other Requirements			
PARENTAL CONSENT FOR ALL MINORS UNDER AGE 18 REQUIRED			
<i>Please note: youths who are age 15 and under require adult supervision while volunteering</i>			
I, (full name) _____, give my permission and consent for my child/ward (full name) _____ to submit this application to volunteer with Hattie Larlham.			
Parent/Guardian Signature		Today's Date	
Parent Guardian Email		Parent/Guardian Cell phone	



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EMPLOYMENT INFORMATION	
Are you currently employed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Full time <input type="checkbox"/> Part time
Name of Employer	
Occupation	
Employer Address	
Have you ever been employed by Hattie Larlham?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, when?	

VOLUNTEER PREFERENCES	
Desired volunteer start date	
I Prefer to volunteer (check all that apply): <ul style="list-style-type: none"> <input type="checkbox"/> Directly with adults or children with disabilities – i.e., crafts, dances, local activities in the community (theater, museums, restaurants, bowling, sporting games, theme parks) <input type="checkbox"/> Special Events – golf outing, gala, dinner dances, 5K run/walk <input type="checkbox"/> One day/one time experiences - painting, deep cleaning, yard work, organizing <input type="checkbox"/> Clerical - <i>computer skills required – Microsoft Word, Excel, etc.</i> 	
Preferred Location(s):	
<input type="checkbox"/> Cuyahoga County (Bedford Heights, Oakwood Village, Solon, Middleburg Heights, Mayfield; <i>may require: TB test & Flu shot</i>)	
<input type="checkbox"/> Portage County (Hattie Larlham Center for Children with Disabilities in Mantua; <i>may require: TB test & Flu shot</i>)	
<input type="checkbox"/> Summit County	<input type="checkbox"/> Franklin County
<input type="checkbox"/> Delaware County	<input type="checkbox"/> Hamilton County
<input type="checkbox"/> Other (please list) _____	

AVAILABILITY							
Indicate the day(s) of the week you are available to volunteer as well as the starting shift schedule you would prefer. If you are flexible in the days of the week and starting time, please place a check in any of the boxes based on your availability.							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning 8am-Noon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afternoon Noon-4pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evening 5pm-9pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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BACKGROUND CHECKS

I understand that specific volunteer locations, or volunteers who acquire 40 hours of volunteer time, will require a criminal background check.

Have you ever been dismissed from an organization for abuse, neglect, or misappropriation?
If yes, please explain below:

Yes No

Have you ever been convicted of any crime, including an alcohol- or drug-related driving offense?
If yes, please explain:

Yes No

ATTESTATION

By signing below, I attest that the information provided on this application is true and accurate. Providing inaccurate or untrue information may result in termination from the Hattie Larlham Volunteer Program, and/or possible civil monetary penalties and/or possible criminal penalties:

Signature of Volunteer Applicant:

Date:

RETURN FORM TO

In Northeast Ohio:

Lauri Molnar, Volunteer Coordinator
lauri.molnar@hattielarlham.org
Hattie Larlham
9772 Diagonal Rd.
Mantua Ohio 44255

For Franklin, Delaware or Hamilton County:

Carla Stokes
cstokes@addohio.org
Hattie Larlham
769 Brookside Blvd
Westerville, OH 43081