

**The Alcove**  
**ADULT VOLUNTEER APPLICATION FORM**

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

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone:(H) \_\_\_\_\_ (Cell) \_\_\_\_\_ E-mail: \_\_\_\_\_

Birth date [month/day] \_\_\_\_\_ Occupation: \_\_\_\_\_

**Volunteer Experience:** \_\_\_\_\_

\_\_\_\_\_

**Availability for Volunteer Work:**

- Hours/week [check one]: \_\_\_ 1-3 \_\_\_ 4-5 \_\_\_ 6-8 \_\_\_ 8-10 \_\_\_ 10+ hours
- Preferred Day(s) and Time(s): [i.e., Tuesday Mornings]

\_\_\_\_\_

**Volunteer Roles that interest me [check all that apply]:**

- \_\_\_\_\_ Office support [data entry, phone calls, receptionist, etc.]
- \_\_\_\_\_ Special events [working on various projects on a short term basis]
- \_\_\_\_\_ Assisting with program materials and other projects
- \_\_\_\_\_ Other [please specify] \_\_\_\_\_

**Skills/Expertise that I can contribute:**

- |                                    |                             |
|------------------------------------|-----------------------------|
| _____ Fundraising/special projects | _____ Publicity/Marketing   |
| _____ Computer skills              | _____ Administrative        |
| _____ Counseling resource          | _____ Training              |
| _____ Organizational planning      | _____ Human Resources       |
| _____ Public speaking              | _____ Legal                 |
| _____ Publishing/ Editing          | _____ Other [specify] _____ |

**Emergency Contact Information:**

Name of close friend/relative to contact in an emergency: \_\_\_\_\_

Contact's Phone #: \_\_\_\_\_

Choice of Hospital in an emergency: \_\_\_\_\_

Any medical concerns/history which we should be aware of? \_\_\_\_\_

\_\_\_\_\_

Please tell us how you heard about The Alcove: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Kindly Return Completed Application Form to:**

**The Alcove Center for Grieving Children & Families**

**950 Tilton Road ~ Suite 108**

**Northfield, NJ 08225**

**609-484-1133**

**fax: 609-484-3188**

**[www.thealcove.org](http://www.thealcove.org)**