

# Ronald McDonald House Charities® of Greater Las Vegas



## Court Ordered Community Service Application

On behalf of our families, staff and friends, thank you for your interest in serving your court ordered community service hour requirements with Ronald McDonald House Charities® (RMHC®) of Greater Las Vegas.

We look for dependable, flexible, and compassionate community service volunteers who are capable of responding to various situations and interacting with people.

Please Note: RMHC of Greater Las Vegas reserves the right to deny any potential volunteer or terminate any existing volunteer for any reason, any time.

## Requirements:

- If you have court ordered community service for any theft or drug related offense, (shoplifting, burglary, larceny, grand theft auto, possession etc.), assault or weapons related offenses we will **not** be able to accept you as a volunteer.
- You must complete the Court Ordered Community Service Volunteer Application **in full**. Completing and submitting an application does not guarantee placement in our Volunteer Program.
- You must be 16 years or older, or be accompanied by a parent or legal guardian.
- You must be available to volunteer during RMHC office hours, which are Monday through Friday, 9 AM to 5 PM. **NO WEEKENDS or EVENINGS**. Most community service shifts are between 10:00 –2:00 or 2:00–5:00.
- You are responsible for tracking your hours and notifying the RMHC volunteer manager of any forms, letters or signatures you need at your initial interview.

## Duties include:

- **Building and Grounds Maintenance** – changing light bulbs, repair & maintenance, sweeping outside areas, organizing outside storage units, moving boxes & furniture, loading & unloading supplies, picking up trash.
- **House** – sweeping, mopping, dusting, vacuuming, cleaning common areas and bathrooms, organizing inside storage areas, taking out the trash.
- **Office** – organizing storage areas & assembling event materials.
- **Special Events** – setup & teardown, serving food & beverages, & loading & unloading supplies.

RMHC of Greater Las Vegas is a nonprofit, 501(c) 3 organization that provides temporary housing for families who travel to Las Vegas to receive medical treatment for their children. RMHC also supports programs that directly benefit children and families in the Greater Las Vegas area through grants, scholarships and community outreach programs.

Please feel free to call us at (702) 252-4663 with any questions or concerns you may have.

# Ronald McDonald House Charities<sup>®</sup> of Greater Las Vegas



## COURT ORDERED COMMUNITY SERVICE APPLICATION

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How many hours do you need? \_\_\_\_\_ Date hours must be completed: \_\_\_\_\_

\*\*It is your responsibility to notify the Volunteer Manager at LEAST three days prior if a letter verifying completion of these hours is required.

What were you charged with? \_\_\_\_\_

Briefly explain what happened: \_\_\_\_\_  
\_\_\_\_\_

Please list the name and contact information of your probation officer / case handler / counselor:

Name \_\_\_\_\_ Title \_\_\_\_\_

Business \_\_\_\_\_

Address \_\_\_\_\_ City, ST, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Would you be interested in volunteering after your community service is completed?  Yes  No

Do you drive?  Yes  No Driver's License Number \_\_\_\_\_

Have you been exposed to chicken pox, shingles, measles, mumps, hepatitis or any other infectious disease in the last 21 days?  Yes  No

If you are under 18 years of age, please provide the name and contact information for your parent or legal guardian:

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Employer/Business \_\_\_\_\_

Address \_\_\_\_\_ City, ST, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

# Ronald McDonald House Charities® of Greater Las Vegas



## VOLUNTEER APPLICATION

### FOR COURT ORDERED COMMUNITY SERVICE - PLEASE PRINT NEATLY

Name \_\_\_\_\_  Male  Female  
First Last

Address \_\_\_\_\_ Apt. /Unit# \_\_\_\_\_

City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

How long at this address \_\_\_\_\_ E-Mail: \_\_\_\_\_

Best Contact Number (\_\_\_\_\_) \_\_\_\_\_ Work Number (\_\_\_\_\_) \_\_\_\_\_

Please include your age & birth date: Age \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

How did you hear about the RMHC volunteer program? \_\_\_\_\_

In case of emergency, who is the person to contact? \_\_\_\_\_

Relationship \_\_\_\_\_

Phone # (\_\_\_\_\_) \_\_\_\_\_ Alternate Phone # (\_\_\_\_\_) \_\_\_\_\_

### EMPLOYMENT

Current Employer \_\_\_\_\_ Position \_\_\_\_\_

How long have you worked with this employer? \_\_\_\_\_

Previous Employer \_\_\_\_\_ Position \_\_\_\_\_

How long did you work with this employer? \_\_\_\_\_

### EDUCATION

Are you in school?  Yes  No Date of Expected Graduation: \_\_\_\_\_

Degree(s) earned (check all that apply):

HS Diploma/GED  Associates  BA / BS  Masters  Doctorate  Other \_\_\_\_\_

High School \_\_\_\_\_  
Name of school City, ST Grade level completed

College/University \_\_\_\_\_  
Name of school City, ST Major / Field of study

Community/Trade School \_\_\_\_\_  
Name of school City, ST Major / Field of study

Other skills/training/experience \_\_\_\_\_

## REFERENCES

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Please list two references **not related** to you:

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Phone (        ) \_\_\_\_\_ Alt. Phone (        ) \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Phone (        ) \_\_\_\_\_ Alt. Phone (        ) \_\_\_\_\_

## CRIMINAL BACKGROUND

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*The organization may consider the nature, date and circumstances of an offense, as well as whether the offense is relevant to the duties of the position applied for.*

Have you ever been convicted for a crime\*?     Yes     No

*Check "No" for 1) convictions related to personal marijuana use that are more than two years old; 2) convictions that have been sealed, expunged or legally eradicated, and 3) misdemeanor convictions for which probation was completed and the case was dismissed.*

Are you currently out on bail, the subject of a current warrant for arrest or released on your own recognizance pending trial?     Yes     No

If yes to either of the above questions, please briefly describe the nature of the crime(s), the date and place of conviction and the legal disposition of the case:

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## AVAILABILITY

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Weekdays (9am – 5pm)

Day(s) of the week are you able to volunteer?     Mon     Tues     Wed     Thurs     Fri

## VOLUNTEER OPPORTUNITIES

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The following are descriptions and scheduling requirements for the volunteer opportunities available at RMHC of Greater Las Vegas. Please note, volunteer duties for community service are restricted to House, Office and Maintenance.

**House Volunteer** (Mondays thru Fridays. Must commit to a regular schedule)

Tasks include sweeping, mopping, dusting, vacuuming, cleaning common areas and bathrooms, organizing inside storage areas, taking out the trash, & making up guest rooms.

**Office Volunteer** (Mondays thru Fridays. Must commit to a regular schedule)

Tasks include filing, assembling mass mailings, organizing storage areas, taking inventory of supplies, assembling event materials & running errands.

**Building and Grounds Maintenance** (Mondays thru Fridays. Must commit to a regular schedule)

Tasks include changing light bulbs, repair & maintenance, sweeping outside areas, organizing outside storage units, moving boxes & furniture, loading & unloading supplies, & picking up trash.

**Special Events**

Tasks include event set-up and tear-down, passing out event materials, serving food & beverages, loading & unloading supplies, & running errands.

**VOLUNTEER AGREEMENT & AUTHORIZATION**

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I understand the importance of this volunteer commitment and have answered the application questions honestly and to the best of my knowledge. I understand that falsified information on this application shall be grounds for dismissal from the volunteer program. I give Ronald McDonald House Charities of Greater Las Vegas permission to verify the information I have provided in this application. Furthermore, as a volunteer for Ronald McDonald House Charities® (RMHC) of Greater Las Vegas, I, the undersigned, exempt and relieve RMHC of Greater Las Vegas and their directors, trustees, employees and staff from liability for personal injury, property damage or wrongful death caused by negligence. I understand that RMHC of Greater Las Vegas does not require my participation as a volunteer. I hereby release and discharge RMHC of Greater Las Vegas and their directors, trustees, employees and staff from all claims and liability including all claims and liabilities from negligence arising from my participation as a volunteer. I further agree to hold harmless and indemnify RMHC of Greater Las Vegas and its agents for all defense costs, including attorney's fees, and any other costs resulting in connection with my participation as a volunteer for RMHC of Greater Las Vegas. I understand my role as a volunteer at Ronald McDonald House Charities of Greater Las Vegas. I agree to follow their guidelines, policies and procedures as presented to me in the orientation, interview and training. If I do not follow these guidelines my volunteer service will end.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Applicants under the age of 18 years old must have the following section completed by a parent or legal guardian:**

I, \_\_\_\_\_, represent to RMHC of Greater Las Vegas that I am the parent/legal guardian of the Applicant whose signature appears above. I have read and understand the above Volunteer Agreement & Authorization and hereby give my consent and permission for my child to participate as a volunteer for RMHC of Greater Las Vegas. I. On behalf of the above Applicant, I agree and accept all of the provisions of the foregoing Volunteer Agreement & Authorization.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_