

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:

- You must complete the Court Ordered Community Service Volunteer Application **in full** and schedule an interview to be approved for volunteer work.
- If you have court ordered community service for any theft or drug related offense, (shoplifting, burglary, larceny, grand theft auto, possession etc.), we will **not** be able to accept you as a volunteer.
- If you have court ordered community service for assault or weapons related offenses, we will have to review the specifics of your case before accepting you as a volunteer.
- 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. Again, we thank you for choosing Ronald McDonald House Charities and look forward to working with you.

Ronald McDonald House Charities® of Greater Las Vegas



COURT ORDERED COMMUNITY SERVICE APPLICATION

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

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

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

Name _____ Relationship _____
Phone () _____ Alt. Phone () _____

Name _____ Relationship _____
Phone () _____ Alt. Phone () _____

CRIMINAL BACKGROUND

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:

AVAILABILITY

Weekdays (9am – 5pm)

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

VOLUNTEER OPPORTUNITIES

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, registering & greeting participants, passing out event materials, serving food & beverages, selling raffle tickets, loading & unloading supplies, & running errands.

VOLUNTEER AGREEMENT & AUTHORIZATION

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** _____