



ROCK 'N' ROLL CAMP FOR GIRLS

WWW.GIRLSROCKCAMP.ORG

JAWS@GIRLSROCKCAMP.ORG

PO BOX 11324 PORTLAND, OR 97211

PH: (503) 445.4991

FAX: (503) 445.4623

undated 11-18-09

YEAR-ROUND VOLUNTEER APPLICATION

Thank you for your interest in volunteering! We look forward to working with you. The Rock 'n' Roll Camp for Girls is a year round after school program and a summer day camp in Portland, Oregon for girls ages 8 to 18.

VOLUNTEER SELECTION PROCESS

We are always amazed and grateful at how many people want to come and work with us, and we are sorry that we cannot accept everyone who applies. Our ideal volunteers are those who put the best interests of youth and their physical and emotional safety above all else; who understand and believe in the camp's mission; who will show up on time and ready to work every day they commit to; and who are willing to fully participate in serving the mission of the camp and be truly present for the girls or their projects. Volunteers must be age 19+.

USEFUL INFORMATION

WHERE TO SEND YOUR APPLICATION*

Rock 'n' Roll Camp for Girls
Attn: VC
PO Box 11324
Portland, OR 97211

***PLEASE DO NOT SEND ANYTHING TO OUR ADDRESS ON VANCOUVER WAY**

INTERVIEW

After we receive your application, we will contact you to schedule an interview. This interview typically takes place at the Rock Camp.

CONFIRMATION

After we contact you to confirm that you are able to volunteer with us, you are required to fill out the **Code of Conduct Agreement, Assumption of Risk, and Media Release forms***. If your volunteer shift includes working with minors or when minors are on site, we will also provide easy instructions to complete a criminal background check through fingerprinting.

OUR LOCATION

The Rock 'n' Roll Camp for Girls building is located at 8900 A NE Vancouver Way in Portland. Directions are on the website: www.girlsrockcamp.org

***All photos and audio/video created at the camp are Rock 'n' Roll Camp for Girls property and may be used for promotional purposes in the future. The Rock 'n' Roll Camp for girls does not discriminate on the basis of race, religion, national and/or ethnic origin, physical ability, marital status, sexual orientation, or gender identity.**

[Keep This Page for Your Records]



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VOLUNTEER INFORMATION

Name: _____ Preferred name, if different: _____

Street address: _____ City: _____ State: _____ Zip: _____

Home phone: (____). _____. _____ Cell phone: (____). _____. _____

Email: _____

Which is the best way to contact you? (circle one) **e-mail** / **cell phone** / **home phone**

How did you hear about us?

Please answering the following questions as thoughtfully and thoroughly as you can. (You may use a separate sheet of paper if necessary.)

1. Why do you want to volunteer at the Rock 'n' Roll Camp for Girls?

2. What kind of tasks do you enjoy doing that might be applied toward volunteering with us?

3. Please check any of the following that applies to you:

I prefer tasks that	I am available to volunteer
<input type="checkbox"/> I can do on my own	<input type="checkbox"/> on a weekly basis
<input type="checkbox"/> I can do with 1 or more other people	<input type="checkbox"/> for special events or on an as needed basis
<input type="checkbox"/> I can do from home	<input type="checkbox"/> as an OLCC certified bartender or alcohol monitor

I have specific skills and interest in the following

___ Mac/computer s ___ Graphic design ___ This/These instrument(s) _____

___ Working with children ___ Music gear repair ___ Maintenance and repair ___ Grant writing/research

___ Volunteering at Ladies Rock Camp ___ Other _____

4. How would you describe your communication style? What are the best ways to communicate with you?

Your Availability:

Please indicate the days and times you are available to volunteer. Morning and weekend hours are rare but it helps to know if we can count on you when the opportunity comes up. There is scheduling flexibility with work that can be done from home.

<i>Day</i>	<i>Times Available</i>
<i>Monday</i>	
<i>Tuesday</i>	
<i>Wednesday</i>	
<i>Thursday</i>	
<i>Friday</i>	
<i>Saturday</i>	
<i>Sunday</i>	

... : VOLUNTEER POSITIONS OPEN TO BOTH MALES AND FEMALES: ...

What do you think you would enjoy doing? Please check all that apply

___ Ladies Rock Camp/Band of Sisters Volunteer

Help out during a weekend of LRC (Rock Camp for women 19+), or Band of Sisters (55+). Tasks vary from helping set up, working the front desk (am, mid day, and/or evening shifts), hospitality crew, KJing the party Saturday night, Showcase door/merch/raffle runner, clean up, and more.

Commitment varies according to program dates and our need.

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___ Grant Writer

Research and/or write grants! We've got a ton of information to share with you that would help you write a grant to support the Rock 'n' Roll Camp for Girls.

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___ Facilities Crew (AKA Handy Person)

Help the Rock Camp stay on top of site maintenance by handling small hands-on projects throughout our site. Projects include constructing room partitions, changing out hard to reach light bulbs, hanging picture frames, and maybe even painting! Ability to lift 30 lbs and basic knowledge of and comfort with tools is ideal.

Commitment is regular but based on your availability and our need.

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___ GRI Front Desk

The front desk volunteer helps with student check in and out, monitors visitors, fields phone calls, gives directions to our site, answers questions, and even sells merchandise. Often, the front desk volunteer completes other projects during free time.

Commitment is weekly (especially during GRI Rock Block Sessions).

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___ Clean Up Crew

Help the Rock Camp survive another day with class: tasks for this crew include sweeping, mopping, vacuuming, taking out trash, bathroom/kitchen clean-up, and break room maintenance among other things. This takes about 1 hour per week so we can partner it with another position or project if you'd like more hours.

Commitment is weekly.

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___ Donation Support (*great telecommuting volunteer opportunity!*)

Reach out to community businesses and request donations of items such as auction prizes for fundraising, meeting space as well as volunteer and intern appreciation gifts. We provide you with a starter list of potential donors as well as materials you will need (letterhead, envelopes, postage).

Commitment is weekly.

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___ Pre and Post Event House/Grounds-keeping

Help us prepare our site for, or help our site recover from an event by attending a clean-up party! You would usually work with a team, music, food and lots of fun! Tasks can include clearing yard debris, recycling, room set up, cleaning out the fridge, scrubbing the bathroom, and more.

Commitment is erratic but regular (up to once a month)

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___ Database Support

Help us keep up with paper work, donations, volunteers and other databases. Familiarity with Excel and File Maker Pro are ideal but not required. We will train you in other web-based database programs.

Commitment is weekly.

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___ Administrative Support

Help us stay on top of filing, making copies, organizing, mailings and other important but time-consuming office jobs. You must be able to work independently after being given instructions.

Commitment is regular but based on your availability and our need.

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___ Artistic Design Support (*great telecommuting volunteer opportunity!*)

Help us tell people about the Rock Camp by designing marketing materials such as event flyers, program brochures and a yearly newsletter. Graphic design skills are useful but not necessary.

Commitment is regular but based on your availability and our need.

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___ Music Librarian

Make our free music library neat and easy to use. Request and log new donations, track materials that are checked out and keep the space interactive with fun and educational displays.

Commitment is weekly.

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___ Staff Assistant

Work on specific projects with a particular staff person in need of general help. You must be flexible and willing to help with a variety of projects as well as willing to maintain a regular commitment. We will place you according to what is needed at the time but projects can include help with the online store, database entry, seasonal volunteer outreach etc.

Commitment is ongoing although projects change.

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___ Outreach Crew

As a part of this crew, attend community events and tell people about the Rock Camp through an informational booth. We provide you with everything you need. Just show up and have fun talking with people. Events often take place on weekends or evenings.

Commitment is up to twice a month

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___ Merchandise Manager

Help us keep our store inventory organized and stocked. We sell T-shirts, stickers, pins, DVDs and more at shows, online and sometimes at outreach tables. Keep track of inventory, fill orders, and make sure all supplies are stocked.

Commitment is regular and on an as-needed basis.

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___ Researcher (*great telecommuting volunteer opportunity!*)

Projects will vary but can include researching possible grants, green business practices, useful statistics (ie how does music education affect self esteem, how many women are on the top 20 hip hop artists of all time list? etc.)

Commitment varies by project.

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___ Fundraising Committee Member

Want to help out in a very particular and active way? Volunteer for this committee and work side by side with staff and board members on the planning and execution of fun and dynamic events that raise money for the Rock Camp.

A regular commitment is required throughout the planning months of the event.

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___ Art Revolution!

Help us keep the Rock Camp Building looking artful and beautiful. So many cool fliers to hang, so many rad posters to frame! If you have an eye for decorating a room in a rad, uncluttered way that focuses on feminism, social justice, and music, this is the job for you!

Commitment varies, but regular attention would be sweet.

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___ Other

Want to help out in some other way? Have you volunteered at camp before and had an idea for a job that would make camp better? Let us know!

Your name here _____

.....: : **BACKGROUND CHECK** : :

As you know, the Rock'n'Roll Camp for Girls is a nonprofit organization working to empower girls and young women through music. Because our work involves minors, as part of the application process we must conduct a criminal background check on all volunteers. By signing this application, you authorize the organization to conduct this check.

Social Security number: _____ Date of birth (mm/dd/yy) ___/___/___

Please circle either yes or no and completely fill out all sections that apply to you.

Have you lived outside the State of Oregon anytime during the last 10 years prior to today's date?

Yes / No

If Yes:

State: _____ City: _____ County: _____ Years: _____ to _____

State: _____ City: _____ County: _____ Years: _____ to _____

Have you ever been convicted of any criminal offense? **Yes / No**

If yes, state offense and date of conviction:

Have you ever been charged with a criminal offense involving children? **Yes / No**

If yes, explain:

Have you been arrested or cited for a crime that has not been resolved or are you in a diversion program? **Yes / No**

If yes, explain:

Are you currently awaiting trial? **Yes / No**

If yes, explain:

Please sign below to allow us to perform a criminal background check.

Signature: _____

Date: _____