

**JAMAICA RED CROSS**  
**VOLUNTEER APPLICATION FORM**

Please Print Legibly

Mr.  Mrs.  Ms.  Dr.  Other

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

E-mail \_\_\_\_\_

**Emergency Data**

In case of emergency notify: Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

**Work Experience**

Employer \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_

May we contact you at work?  Yes  No

**Licenses**

Drivers \_\_\_\_\_ Expiration Date \_\_\_\_\_

Professional \_\_\_\_\_ Expiration Date \_\_\_\_\_

**Education**

Last Grade/Degree \_\_\_\_\_

## Volunteer Experience

List any current or past community service involvement

Organization \_\_\_\_\_ Job Title \_\_\_\_\_

## Personal References

List two persons, other than family, who knows your qualifications. These references may be checked.

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

## Skills/Interests

List any skills you have

\_\_\_\_\_

\_\_\_\_\_

Do you know another language?

Spanish  French  Sign  Other

Read, Write and Speak Fluently  Read only  Speak only

As a volunteer, you would like to:

- |   |  |
|---|--|
| <input type="checkbox"/> Work with youth programme                  | <input type="checkbox"/> Provide First Aid in community events |
| <input type="checkbox"/> Work with Mental Health programme          | <input type="checkbox"/> Provide leadership on a committee     |
| <input type="checkbox"/> Assist with special projects               | <input type="checkbox"/> Respond to local/national disasters   |
| <input type="checkbox"/> Make representation on behalf of Red Cross | <input type="checkbox"/> Teach Red Cross Courses               |
| <input type="checkbox"/> Provide Clerical support                   | <input type="checkbox"/> Provide Administrative support        |
| <input type="checkbox"/> Work with the Care Section                 | <input type="checkbox"/> Other                                 |

### Availability

Please note when you are available to volunteer (where applicable)

Day(s):  Sun  Mon  Tues  Wed  Thur  Fri  Sat

Times:  Morning  Afternoon  Evening

Duration:  Short Term  Long Term  On going  Other \_\_\_\_\_

## Statements of Understanding and Code of Conduct Certification

I understand that this is a volunteer position and not a contract of employment. I further agree that as a Red Cross volunteer, I may not accept payment for my services unless otherwise stated. I am responsible for any incidental costs such as meals and local transportation I may incur while volunteering unless otherwise stated.

As a volunteer I agree to abide by all rules and regulations of the organization and will take required training where applicable.

I authorize verification of applicable licenses required for my volunteer assignment. The statements made on this application are complete and accurate.

I certify that I have read and understand the Code of Conduct of the Jamaica Red Cross and agree to comply with it. I affirm that, except as listed below, I have no financial interest or affiliation with any organization, which may have, interests that conflict with or appear to conflict with the best interests of the Red Cross. Should these conflicts or apparent conflicts arise in connection with the affiliations listed below, I agree to refrain from participating in any deliberations, decisions or voting related to the matter.

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I also agree, during the term of my affiliation with the Red Cross, to report promptly to the Chairman of my unit, or his/her designee, any future situation that involves, or might appear to involve, me in any conflict with the best interest of the Red Cross.

Volunteer Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

## **Jamaica Red Cross Code of Conduct**

The Jamaica Red Cross is a charitable not-for-profit organization dedicated to providing service to those in need. The Red Cross has traditionally demanded and received the highest ethical performance from its volunteers and paid staff. In an effort to maintain the highest standard of conduct expected and deserved by the public and to enable the organization to continue to offer services required by those in need, the Jamaica Red Cross operates under the following Code of Conduct, applicable to all volunteers and paid staff.

### **Code of Conduct**

*No volunteer or paid staff member shall:*

1. Authorize the use of or use the benefit or advantages of any person, the name, emblem, endorsements, services, or property of the Jamaica Red Cross, except in conformance with the Jamaica Red Cross policy.
2. Accept or seek, on behalf of himself or any other person, any financial advantage or gain of other than nominal value which may be offered as a result of the volunteer's or paid staff's affiliation with the Jamaica Red Cross.
3. Publicly utilize any Jamaica Red Cross affiliation in connection with the promotion of partisan politics, religious matters, or positions on any issue not in conformity with the official position of the Red Cross.
4. Disclose any confidential Red Cross information that is available solely as a result of the volunteer's or paid staff member's affiliation with the Jamaica Red Cross to any person not authorized to receive any such confidential information, without the expressed authorization of the Jamaica Red Cross.
5. Knowingly take any action or make any statement intended to influence the conduct of the Jamaica Red Cross in such a way as to confer any financial benefit on any person, corporation, or entity in which the individual has a significant interest or affiliation.
6. Operate or act in any manner that is contrary to the best interest of the Jamaica Red Cross.

In the event that the volunteer's or paid staff's obligation to operate in the best interest of the Jamaica Red Cross conflicts with the interest of any organization in which the individual has a financial interest or an affiliation, the individual shall disclose such conflict to the Jamaica Red Cross upon becoming aware of it, shall absent himself or herself from the room during deliberations of the matter, and shall refrain from participating in any decisions or voting in connection with the matter.