



*A Charitable Organization founded by Hennepin Avenue United Methodist Church*

## VOLUNTEER APPLICATION FORM

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Address: \_\_\_\_\_

City, State, Zip code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Valid photo ID required)

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**Volunteer Positions:** Please check the position(s) you might be interested in doing.

- **Customer Service:** This person greets customers, helps them find the items they are looking for, keeps the shelves and racks straightened, and provides back-up support to the cashier such as bagging the purchased items.
- **Sorting and Pricing Goods:** Steeple People sells many types of goods that must be sorted and priced. Volunteers generally specialize in working with one category of item. **Check all that interest you.**
  - **Adult Clothing**
  - **Household Goods**
  - **Books**
  - **Linens**
  - **Jewelry**
  - **Decor**
- **Stocking Shelves and Arranging the Display Window:** This job needs someone with a good eye for attractively displaying goods. It involves changing displays weekly and keeping the store looking appealing.
- **Furniture Room Assistant:** This person would help keep furniture displayed in a neat and orderly manner, clean, polish and vacuum furniture and also do some minor repair such as making sure that hardware is tight.
- **Internet Sales Specialist:** Must have computer skills and willingness to work at home selling selected goods on the internet. Sell selected high quality

items on E-bay or Craig's List. Track sales and send item and direct payment to Steeple People Store Account.

- **Merchandise Stocker:** Puts priced goods on the shelves.

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- **Specialized Skills Positions:** Steeple People has additional volunteer positions for those who have specialized skills and interests. If you are interested in any of these positions, please tell the Manager.
  - **Volunteer recruitment and training**
  - **Consultant on pricing collectible and antique goods**
  - **Communications - Writing articles regarding store happenings, managing the website and twitter accounts**
  - **Photographer of store operations and volunteers**
  - **Serving on the Board of Directors**

**Availability for volunteering:** The store is open 6 days per week. Volunteers are needed any time the store is open but hours may vary depending on the job.

Please show the times for each day that you are available to volunteer in the store.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Store Hours	10:30 to 5:30	10:30 to 6:30	10:30 to 5:30	10:30 to 5:30	10:30 to 5:30	10:00 to 5:30
Your Availability						

Or, if your times are flexible, check here \_\_\_\_\_

**Education, work experience or volunteer experience applicable to the volunteer position you have checked?**

**Position:** \_\_\_\_\_ **Experience:** \_\_\_\_\_

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**Criminal Background Check:** It is the policy of Steeple People Thrift Store that all paid and volunteer staff will undergo a criminal background check before beginning to volunteer in the program. Each person is expected to sign a release of information allowing Steeple People to perform the background check on you under Minnesota Statutes Chapter 299C.62.

Your rights include:

- To be informed of the results of the background check and obtain a copy of the report.
- To challenge the accuracy and completeness of any information contained in the report.
- To be informed whether Steele People Thrift Store has denied your application because of the results of the background check.
- To not be required directly or indirectly to pay for the cost of the background check.

Do you have any physical or mental limitations or are you under any course of treatment that might limit your ability to perform lifting or carrying or any other type of work?      Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, Please explain your limitations:

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Please list 2 non-family references whom we might contact about your ability to volunteer:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

How did you learn about Steeple People? \_\_\_\_\_

**Permission for Release of Information:** I give my permission for Steeple People Thrift Store to do a Criminal Background Check

**Date:** \_\_\_\_\_ **Signed:** \_\_\_\_\_