



Ronald McDonald House® Greater Hudson Valley

Phone (914)493-6455 • Fax (914)493-8242

www.rmh-ghv.org

VOLUNTEER/INTERNSHIP APPLICATION

Name _____ Sex _____
Last Name First Name, Middle Initial

Mailing Address _____

City _____ State _____ Zip _____

Phone () _____ () _____
Home Cell

Birth date (MM/DD/YYYY) ____/____/____ Email _____

Best time of day to reach you _____

Occupation/Title _____

Employer _____

Work Address _____

School/College attending (if student) _____ Grade/Year _____

Is this for: Internship: _____ Mandatory Hours: _____ Community Service Project: _____ Other: _____

Car (for parking): Make, Model _____ Color _____

License Plate # _____ State _____ Expiration Date _____

How did you learn about volunteering at the Ronald McDonald House of the Greater Hudson Valley?

What are you looking to gain from your volunteer experience here at the Ronald McDonald House?

Volunteer Descriptions:

Guest Relations: Assist with providing our house guests with a pleasant and comfortable stay by helping the staff with guest services, day to day house activities, and household chores. Provide support to the house guests as needed.

Special Events/Projects: Assist at events during registration, selling raffle tickets, and other fundraising and community engagement opportunities. Special projects at the House such as large mailings, writing thank you notes, etc. The staff at Ronald McDonald House is always looking for volunteers to assist with projects. If you have a particular skill that you believe could be an asset to the organization, such as Public Relations, Publishing, Graphic Design, Maintenance, etc., please let us know.

Programs at the House: These are non-clinical programs at the House offered to the guests. This can be Pet Therapy, salon services, exercise classes, or others as discussed with House staff.

Volunteer Supervisor: Volunteer position for individuals who are comfortable running the House alone on weekend and evening hours. Responsibilities include maintaining the House, assisting families with checking in and other needs.

I am interested in volunteering in the following ways:

___ Guest Relations ___ Volunteer Supervisor ___ Special events ___ Programs at the House
___ Pet Therapy
___ Other

Skills I would like to use at the House:

___ Community Outreach ___ Writing/Publishing ___ Photography ___ Film Making/Editing
___ PR/Marketing ___ Maintenance ___ Fundraising ___ Publicity
___ Graphic Design ___ Accounting ___ Clerical ___ Cooking
___ Writing thank-you notes (attractive, legible handwriting required) ___ Data Entry

For Guest Relations Volunteers Only. Which times are you available to volunteer: (Please circle the shift/s)

9 a.m. to 1 p.m.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Holiday	_____
1 p.m. to 5 p.m.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Holiday	_____
5 p.m. to 9 p.m.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Holiday	_____

Please specify how often you would like to commit your time.

Weekly _____ Bi-Monthly _____ Other (please explain): _____

The information I have given on this volunteer application is accurate and complete. I agree to abide by the policies and procedures set forth by the Ronald McDonald House of the Greater Hudson Valley as currently outlined in the *Volunteer Handbook* and may be changed or amended from time to time. Further, I authorize the release of information by my references to the Ronald McDonald House of the Greater Hudson Valley.

I agree to a criminal background check, as required for all volunteers of the Ronald McDonald House of the Greater Hudson Valley.

I acknowledge the commitment I am making to the Ronald McDonald House of the Greater Hudson Valley and shall faithfully fulfill my obligation to be present when scheduled to volunteer. I agree to promptly notify the house of illness or any other reason that will prevent me from volunteering.

Signature _____ Date _____

For Staff Use Only

Contacted _____ Interview Date _____ Accepted to: Guest Relations _____
Special Events _____
Other _____

Training Dates: _____ Regular Shifts _____

Notes: _____

Entered into Exceed _____

Materials Returned _____

Name Tag Made _____