

Volunteer Application

NOVACO Housing & Services for Victims of Domestic Abuse

Financial Services for Low Income Families

9677 A Main St. Fairfax, VA 22031

703-218-3984 * (f) 703-218-3987 * info@novaco.org

Thank you for your interest! Please submit a completed form mailed to the contact information above, and allow 2 weeks to contact you regarding potential volunteer opportunities. Please note that confidentiality forms or background checks may be required for some volunteer opportunities. There is a \$25.00 application fee for volunteers; Volunteer fee waived for full time students. Please feel free to attach any additional information that you would like us to know about you!

Applicant Information

Name of Applicant:	Date of Birth:
Address:	Ph#:
City, State, Zip:	E-mail:
How did you hear about our program and volunteer opportunities? Please be specific.	
What interests you about our program?	
What is your availability? Please check all that apply.	
<input type="checkbox"/> M-F Days	<input type="checkbox"/> Frequently (average once per wk)
<input type="checkbox"/> M-F Evenings	<input type="checkbox"/> Reoccurring (average once per month)
<input type="checkbox"/> Weekends	<input type="checkbox"/> As needed (average once per year)
Emergency Contact Name:	Ph#:
Relationship:	

Personal/Professional References

	Reference 1	Reference 2	Reference 3
Name			
Length of time known			
Relationship			
Contact Info			

Volunteer Interests

The NOVACO Program offers the community to become involved in our mission. Please look over the list below and check any opportunities that interest you (more detailed descriptions of opportunities are available below). Staff will contact you regarding specific program needs.	
<input type="checkbox"/> Children’s Activity or Craft Leader for Monday or Tuesday night classes	<input type="checkbox"/> Car Repair/maintenance *
<input type="checkbox"/> Provide Meal	<input type="checkbox"/> Financial Tutor*
<input type="checkbox"/> Office Help with Phones, letters*	<input type="checkbox"/> ESL tutoring for adult clients *
<input type="checkbox"/> Home Repair/Maintenance help*	<input type="checkbox"/> Reading or math tutoring for children *
	<input type="checkbox"/> Childcare for Mom’s Day Out activity
	<input type="checkbox"/> Mentoring a Client
* These potentially unsupervised opportunities will require a criminal and sex offender background check. Additional information regarding qualifications and interests will be needed.	

Monday/Tuesday night classes

Every Monday night and one Tuesday a month, our clients participant in Life Skills group sessions at a local Lutheran church. We provide dinner and childcare for the families, as the clients go through their classes. We are always in search of help for the meals and for the children’s activity (crafts, games, etc). Perfect for a group volunteer project!

Office answering phones, or Thank you letter assistance

We never know what to expect in our office! Please call us to find out what our current needs might be.

Home Repair/Maintenance or Car Repair

Depending on your level of expertise, these types of volunteer opportunities tend to be on an as needed basis. We would love to add you to our “please call” list.

Tutoring for Financial Student or ESL Students or for the children

Parents often find it difficult to ask or receive help. Thos in our Financial Classes are offered a Financial mentor to help them understand banking, bills, etc. Those in school or ESL classes need help with review of their homework. Both our clients and their children make such great strides in their learning while in our program Thanks to the wonderful tutors that care.

Kids Activity Day/Mom’s Day Out

Everyone needs a day to relax! Kids need a day to be active. Assist in providing childcare while our clients spend a childfree day at the movies, local mall, or other recreational activity. Another great group project!

Volunteer Applicant Signature

I, _____, certify that the above information is true and correct to the best of my knowledge. I hereby give NOVACO Transitional Housing & Services permission to verify the references that I have presented.

Signature

Date