



Changing Lives. Creating Community.

### VOLUNTEER INFORMATION FORM

<b>OFFICE USE</b>
Date Rcvd. _____
Database _____
Follow-up _____
Notes:

Volunteers play a vital role in VALLEYLIFE’s work, and we appreciate your interest in supporting our efforts. Please take a moment to fill out the form below and review the volunteer opportunities page. This information will help us to identify your specific areas of interest, as well as the times that you are available. Please return the completed form or by faxing back to 602-944-8749.

NAME \_\_\_\_\_ Date: \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EVE/WEEKEND PHONE \_\_\_\_\_

DAYTIME PHONE OR CELL PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_ FAX \_\_\_\_\_

BEST FORM OF CONTACT (circle): CELL# DAYTIME # EVE # E-MAIL

COMPANY NAME \_\_\_\_\_

IF STUDENT, FIELD OF STUDY \_\_\_\_\_

How did you hear about VALLEY? \_\_\_\_\_

Would you like to be added to our mailing list? \_\_\_\_\_

**AVAILABILITY:** *(Please let us know when you are available)* \_\_\_\_\_

**SKILLS:** *(if you are skilled in these areas please mark “S”. If you are unskilled but interested in these areas please mark “I” - mark all that apply):*

\_\_\_ Public Relations \_\_\_ Grant Writing \_\_\_ Fund-raising \_\_\_ Data Entry \_\_\_ Typing \_\_\_ Filing

\_\_\_ Office work \_\_\_ Mailings \_\_\_ Newsletters \_\_\_ Volunteer Recruitment \_\_\_ Photography

\_\_\_ Legal Work \_\_\_ Public Speaking \_\_\_ Artwork \_\_\_ Reading \_\_\_ Cooking

\_\_\_ Site Preparation \_\_\_ Masonry \_\_\_ Insulation \_\_\_ Landscaping \_\_\_ Roofing \_\_\_ Painting

1142 West Hatcher Road | Phoenix, AZ 85021 | p) 602.371.0806 | f) 602.944.8749 | www.valleylifeaz.org

VALLEYLIFE’s mission is to enhance the quality of life of people with disabilities by providing diversified programs that promote the highest standards.
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\_\_\_ Heating/AC \_\_\_ Finish Carpentry \_\_\_ Framing \_\_\_ Electrical \_\_\_ Plumbing

\_\_\_ Siding \_\_\_ Drywall \_\_\_ Crew Leader \_\_\_ Other \_\_\_\_\_

Thank you for your time and efforts.

## **VALLEYLIFE's Volunteer Opportunities**

**Thank you for making a difference! Your time and assistance are important to VALLEYLIFE.**

**Please circle areas of interest.**

**BEAUTIFICATION PROJECTS**

Do you like physical activity? Light pruning, removal of debris, laying gravel and painting are typical of these short projects. Work with a Project Manager on a group home or VALLEY facility. This helps save a great deal in manpower and money for making the facilities a pleasant place to be.

**EDUCATION/ACTIVITIES**

Lend a hand if you are interested in teaching a special topic like art, photography, reading and much more. Our members are interested in learning new things and also enjoy stories and other activities.

**ADMINISTRATIVE SUPPORT**

If you prefer tackling one-time jobs and can spare an occasional weekday morning or afternoon, join us to help with membership mailings and general office tasks such as data entry, word processing and filing. Many of these tasks are ongoing and can be undertaken at your convenience during regular office hours (9:00 a.m. to 4:00 p.m.).

**PUBLICATIONS**

Are you an artist or photographer? Do you have writing or editing experience? These are just a small sampling of the skills we look for from volunteers who are interested in providing hands-on assistance with VALLEYLIFE's publications and informational brochures

**THE ARTS**

We are always looking for volunteers to help with our Art Program. Are you an artist or photographer? We need you!

**PUBLIC OUTREACH**

Are you a "people-person?" Do you like to talk about things you are passionate about? Use your outgoing personality to help promote VALLEYLIFE to others. Help get the word out!

*Revised Oct. 2009*

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