

BIG SISTERS EVENT & COMMITTEE VOLUNTEER APPLICATION



**Big Sisters
of BC Lower Mainland**

The information you provide on this form will be maintained as a confidential, secure record.

Date _____

Name _____

Address _____ City _____

Postal Code _____ Email _____

Home Phone _____ Cell/Pager _____

Work Phone _____ Can we contact you at work? Yes No

Place of Employment _____

Emergency Contact Name _____

Phone _____ Relationship to You _____

I currently am, or have applied to be, a Big Sister/Study Buddy/Go Girls mentor.

I consent to the use of my contact information for the delivery of Big Sisters of BC Lower Mainland agency information only (i.e. Big Sisters newsletters). Yes No Initials: _____

I will prefer to receive the Big Sisters newsletter by: Mail Email (PDF document - approx 2MB)

VOLUNTEER AVAILABILITY:

Monday	___ Morning	___ Afternoon	___ Evening
Tuesday	___ Morning	___ Afternoon	___ Evening
Wednesday	___ Morning	___ Afternoon	___ Evening
Thursday	___ Morning	___ Afternoon	___ Evening
Friday	___ Morning	___ Afternoon	___ Evening
Saturday	___ Morning	___ Afternoon	___ Evening
Sunday	___ Morning	___ Afternoon	___ Evening

SPECIAL SKILLS:

Do you have a special skill that you would like to contribute to Big Sisters? Let us know! For example, are you a photographer who is willing to take photos at our fundraising events, or a graphic design artist who would like to help us develop marketing materials or event invitations/programs?

PLEASE CHECK THE VOLUNTEER OPPORTUNITIES YOU ARE INTERESTED IN:

- Activities Committee** – This committee organizes 10-15 group activities for Big & Little Sister matches each year. Activities include sporting activities, First Nations cultural events, seasonal parties, craft days, teen events, multicultural activities and more. Volunteers must be able to attend monthly meetings, assist with the planning of each activity, and attend some of the weekend activities to help facilitate them. Minimum 6 month commitment.
- Big Sisters Development Committee** – This committee organizes workshops to provide our Big Sisters and Study Buddy tutors with the tools they need to deal with challenges that commonly arise in mentoring relationships. Past workshops topics have included diversity awareness, setting boundaries, and body image. Volunteers must be able to attend 4-5 meetings per year and assist with the planning and running of workshops. Minimum 6 month commitment.
- Community Outreach Committee** - This committee plans and implements strategies to recruit new volunteer mentors and Little Sisters throughout the Lower Mainland. Members attend meetings to brainstorm recruitment/outreach ideas and then assist in the implementation of these ideas. Volunteers commit to attending 3 meetings annually and doing 4 outreach tasks per year (tasks include hosting volunteer fair booths and doing public presentations about Big Sisters). Minimum 1 year commitment.
- Big Sisters Gala Planning Committee** – This committee plans Big Sisters’ annual Gala fundraiser. Committee members are responsible for recruiting sponsors and auction donors, selling tickets, planning entertainment and décor, and planning event-day fundraising initiatives. Meetings are held monthly from March until October.
- Big Sisters Gala Event Volunteers** - Volunteers are required for the evening of the Big Sisters Gala fundraiser to assist with registration and silent/live auctions. This event is held on a weekday evening in October and there will be one evening volunteer meeting prior to the event.

PAST VOLUNTEER WORK (IF APPLICABLE):

1. Organization _____
Duties _____
Dates of Volunteer Work _____
Contact Name _____ Telephone _____

2. Organization Name _____
Duties _____
Dates of Volunteer Work _____
Contact Name _____ Telephone _____

REFERENCES (NOTE: skip this section if you are currently a Big Sister/Study Buddy/Go Girls mentor)

Please provide the name, address, phone number, and occupation of one professional reference who has supervised you in some capacity and known you for at least ONE YEAR who will provide us with a reference for you. *Spouses/partners, family members, friends, peers, fellow applicants, and roommates are not appropriate references.*

Professional Work Reference:

Full Name _____

Place of Employment _____

Address _____

Tel. _____ Email _____

Occupation _____ Relationship _____

HOW DID YOU HEAR ABOUT BIG SISTERS? (PLEASE BE AS SPECIFIC AS POSSIBLE)

TV _____ Radio _____ Newspaper/Magazine _____

Poster _____ Volunteer Centre _____ Word of Mouth

Volunteer Fair _____ Website _____ Transit Ad

Other _____

VOLUNTEER ACCEPTANCE CONDITIONS

I, _____, fully understand that my acceptance as an event/committee volunteer at this time does not guarantee my acceptance as a Big Sister or Study Buddy, should I choose to pursue these volunteer opportunities at a later date. I am aware that the criteria and screening process for event/committee volunteers is different from that for Big Sisters and Study Buddies. I also understand that my further involvement with Big Sisters of BC Lower Mainland may require a criminal record check, particularly if that work brings me into contact with children.

Signature

Date

VOLUNTEER CONFIDENTIALITY AGREEMENT

I, _____, am aware that as a volunteer for Big Sisters of BC Lower Mainland, I may come into contact with confidential material regarding Big Sisters' members and supporters. In keeping with privacy laws, I agree to keep in confidence any personal information that is disclosed to me.

Signature

Date

RETURN APPLICATION TO BIG SISTERS
Mail: Big Sisters of BC Lower Mainland 34 E. 12th Ave., Vancouver, BC V5T 2G5
Fax: 604-873-2122
Questions? Call 604-873-4525 ext. 300 or email info@bigsisters.bc.ca