

# Volunteer/Intern Application

E: volunteer@nhagainstabuse.org  
P: 608-791-2610 ext. 1301 | F: 608-791-2619  
1223 Main St. | La Crosse WI 54601

**Please Print or Type – Be Sure to Sign Where Indicated**

Date \_\_\_\_\_

## Personal Information

Name \_\_\_\_\_  
Last First Middle

What are your gender pronouns? \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Cell phone \_\_\_\_\_

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

Do you have a reliable vehicle, a valid driver's license, and proof of insurance? \_\_\_\_\_

Have you ever been employed by or volunteered at New Horizons Shelter and Outreach Centers?

Yes  No

If yes, when? \_\_\_\_\_ In what program? \_\_\_\_\_

How did you hear about New Horizons Shelter and Outreach Centers? \_\_\_\_\_

Are you at least 18 years old?  Yes  No

## Placement Information

Volunteer  Internship/Field Experience  Practicum  Preceptorship

Which days and hours are you available? \_\_\_\_\_

Are you volunteering to fulfill an academic requirement?  Yes  No

If yes, please fill out the following section:

Academic Institution Name _____
Instructor Name _____ Class Name _____
How many hours are you required to complete? _____ By _____
Start Date? _____ End Date (if known)? _____

Please tell us why you are interested in volunteering for New Horizons Shelter & Outreach Centers:

What are three things you hope to learn or gain from your experience with New Horizons?

- 1.
  - 2.
  - 3.
- 

### **Please Select Your Interests/Preferences:**

#### **Direct service (working with clients, alongside staff members)**

- Resource Advocacy – support client needs at our Outreach Centers or in our shelter program.
- Crisis Advocacy – answer crisis line calls, support clients and families in our shelter program
- NOVA program – night-time on-call volunteer advocates in our shelter program
- Translating/Interpreting – please note languages:

#### **Indirect service/Agency support:**

- Donation Center – coordinate, accept, sort, and distribute donations
- Research/Program Development – assist with grant research and writing
- Administration - graphic design projects, data entry, computer work
- One-time event/fundraiser assistance
- Maintenance – seasonal yard work, painting, minor household projects/repairs
- Cleaning – dust, sweep, mop, vacuum, etc.

This is not a comprehensive list of all volunteer opportunities. The Volunteer Coordinator will provide more information about all of our services and programs during the interview process. If you have questions now, please feel free to call the Volunteer Coordinator at 608-791-2610 ext. 1301

**Please provide three non-related references:**

1.	_____	_____	_____	_____
	First & Last Name	Relationship	Phone w/ Area Code	Email Address
2.	_____	_____	_____	_____
	First & Last Name	Relationship	Phone w/ Area Code	Email Address
3.	_____	_____	_____	_____
	First & Last Name	Relationship	Phone w/ Area Code	Email Address

**Please read the following statements carefully before you initial and sign your name**

“I HEREBY CERTIFY that the answers given by me to the above questions and statements are true and correct. It is understood and agreed that any misrepresentation, false statement, or omissions by me in this Application will be sufficient reason for rejection of my application or for dismissal at any time during my volunteer/intern placement, without liability to New Horizons Shelter and Outreach Centers. This includes furnishing a false name or social security number. I have read, understand and agree to the above statement. **Please initial here** \_\_\_\_\_

I further understand that professional and personal reference checks are necessary for applicants being considered for volunteering/interning with New Horizons Shelter and Outreach Centers. It is understood that all employment and personal references provided by me will be contacted by New Horizons Shelter and Outreach Centers. It is understood that if I choose not to have a particular employer contacted that it is my responsibility to note the request as well as the reason not to contact on the volunteer/intern application. I have read, understand and agree to the above statement. **Please initial here** \_\_\_\_\_

I further understand that New Horizons Shelter and Outreach Centers is not guaranteeing placement for anyone. No placement contract is created by virtue of my being placed at New Horizons Shelter and Outreach Centers, and, if placed, my volunteering/interning will be at will and may be terminated at any time without prior notice with “just cause”. I have read, understand and agree to the above statement. **Please initial here** \_\_\_\_\_

I further understand that a State Circuit Court Access Program check is necessary for applicants being considered for volunteering/interning with New Horizons Shelter and Outreach Centers. It is understood that a criminal record does not constitute an automatic bar to placement and will be considered only as it relates to the position in question. **Please initial here** \_\_\_\_\_

I understand that this application will remain on file for 90 days for consideration. After 90 days, if I am still interested in a volunteer / intern position with New Horizons Shelter and Outreach Centers, it will be necessary for me to complete a new application form. **Please initial here** \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please submit your completed application in one of the following ways:**

- Emailing the Volunteer Coordinator at [volunteer@nhagainstabuse.org](mailto:volunteer@nhagainstabuse.org)
- Dropping it off at 1223 Main Street, La Crosse, WI 54601 on a weekday between 9:00-5:00
- Mailing your application to P.O. Box 2031, La Crosse, WI 54602