



**The Campagna Center (TCC) Volunteer Office  
Volunteer Initial Intake Form**

418 South Washington Street ~ Alexandria, VA 22314

Telephone: 703-549-0111 ~ E-Mail:volunteer@campagnacenter.org ~ Fax: 703-549-2097

I, (Mr. / Mrs. / Ms. / Miss or \_\_\_\_\_) (Print Name) \_\_\_\_\_ wish to volunteer my services through community activities. I understand that I will not be considered as an employee of TCC or of any organization associated with the program and I grant permission to TCC to use my name and/or photograph taken at any TCC related events.

\_\_\_\_\_ Apt. # \_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_ City State Zip Code County

Telephone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-Mail: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ (for birthday recognition and the Retired and Senior Volunteer Program only)

**The following information is for statistical purposes only:**

White (Not of Hispanic origin) \_\_\_\_ Black (Not of Hispanic origin) \_\_\_\_ Asian/Pacific  
Islander \_\_\_\_ Hispanic \_\_\_\_ American Indian/Alaskan \_\_\_\_ Native Hawaiian \_\_\_\_ Bi-Racial \_\_\_\_  
Unspecified \_\_\_\_

Education level (highest level completed): Middle School \_\_\_\_ High School Diploma \_\_\_\_ Some  
College \_\_\_\_ 2-Year Degree \_\_\_\_ 4-Year Degree \_\_\_\_ Graduate Degree \_\_\_\_ Other Training \_\_\_\_

Are you interested in occasional \_\_\_\_ or ongoing \_\_\_\_ volunteer opportunities (please check)?

Please indicate your areas of interest: Group projects \_\_\_\_ Mailings \_\_\_\_ Staffing a TCC Volunteer Office  
recruitment table \_\_\_\_ Special Events \_\_\_\_ Working with: Preschool Children \_\_\_\_ Elementary School  
Children \_\_\_\_ Middle School Children \_\_\_\_ High School Students \_\_\_\_ Adults \_\_\_\_  
Other (please describe) \_\_\_\_\_

**Volunteer Information**

**Are you currently volunteering? We'd like to know about your present efforts. Please share your current volunteer work here:**

**Organization/Place of Work**

**Activity/Type of Work**

**Please fill out reverse side of this form**

Please check the categories below which interest you.

- |   |  |
|---|--|
| <input type="checkbox"/> Accounting                 | <input type="checkbox"/> Newsletter Work   |
| <input type="checkbox"/> Advocacy                   | <input type="checkbox"/> One Time Jobs!    |
| <input type="checkbox"/> Arts & Crafts              | <input type="checkbox"/> Public Relations  |
| <input type="checkbox"/> Bookkeeping                | <input type="checkbox"/> Reading to Others |
| <input type="checkbox"/> Bulk Mailing               | <input type="checkbox"/> Special Events    |
| <input type="checkbox"/> Clerical Filing            | <input type="checkbox"/> Telephoning       |
| <input type="checkbox"/> Fund Raising/Grant Writing | <input type="checkbox"/> Translation/      |
| <input type="checkbox"/> Graphic Design             | Interpreting Language _____                |
| <input type="checkbox"/> Literacy/ESL               | <input type="checkbox"/> Tutoring          |
| <input type="checkbox"/> Mentoring                  | <input type="checkbox"/> Web Design        |
| <input type="checkbox"/> Music, Instrumental        |  |

It helps us to find suitable volunteer situations if you share something about your background, occupations or hobbies: \_\_\_\_\_

Please share your comfort level when working with computers? Please circle: 0    1    2    3    4    5

Please share your primary language spoken: \_\_\_\_\_. Do you speak or write any languages other than English? \_\_\_\_\_ (please specify).

If you have a disability you would like us to take into consideration in placing you, please specify: \_\_\_\_\_

How did you learn about The Campagna Center's (TCC) program? TCC member \_\_\_\_\_ RSVP member \_\_\_\_\_

Friend \_\_\_\_\_ Campagna Center Staff Member \_\_\_\_\_ Newspaper \_\_\_\_\_ Campagna Center Board Member \_\_\_\_\_

Web Site \_\_\_\_\_ Direct mail \_\_\_\_\_ Radio \_\_\_\_\_ TV \_\_\_\_\_ Other Volunteer \_\_\_\_\_ Brochure \_\_\_\_\_

Other (including Volunteer Site Person—please describe) \_\_\_\_\_

Times you are available: M-F, 8:00 am to 5:00 p.m. \_\_\_\_\_ Evenings \_\_\_\_\_ Weekends \_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_  
**Volunteer's Signature**

\_\_\_\_/\_\_\_\_/\_\_\_\_  
**Date**

\_\_\_\_\_  
**TCC Staff Signature**

\_\_\_\_/\_\_\_\_/\_\_\_\_  
**Date**