



**City of Moreno Valley**  
 Emergency Operations and Volunteer Services  
 14177 Frederick Street, P.O. Box 88005  
 Moreno Valley, CA 92552  
 Phone: 951.413.3800 Fax: 951.413.3801

**VOLUNTEER APPLICATION**

**(Please allow FOUR weeks to process your Volunteer Application. See frequently asked questions)**

NAME: LAST		FIRST		MI		SSN:	
ADDRESS:			CITY:			STATE:	ZIP:
HOME PHONE:		WORK PHONE:			CELL PHONE:		
E-MAIL:						DATE OF BIRTH:	
DRIVER LICENSE NUMBER:		SPECIAL DRIVING PRIVILEGES:			LICENSE EXPIRATION DATE:		
PROFESSIONAL LICENSE:		FCC / HAM RADIO LICENSE:			LICENSE EXPIRATION DATE:		
IN CASE OF EMERGENCY, CONTACT:						EMERGENCY PHONE:	
HAVE YOU EVER BEEN CONVICTED OF AN OFFENSE OTHER THAN A MINOR TRAFFIC VIOLATION? _____ NO _____ YES							
(DO NOT INCLUDE VIOLATIONS WHILE A MINOR, CONVICTIONS EXEMPTED UNDER LC432.8, AND/OR CONVICTIONS SEALED BY COURT ORDER.) IF YES, PLEASE STATE NATURE OF OFFENSE(S), DATES(S), CITY, STATE AND DISPOSITION. A CONVICTION RECORD IS NOT AN AUTOMATIC BAR TO EMPLOYMENT, THE OFFENSE WILL BE CONSIDERED ONLY AS IT RELATES TO THE VOLUNTEER JOB FOR WHICH YOU ARE APPLYING.							
DATE: _____		CITY: _____		STATE: _____		OFFENSE: _____	
DISPOSITION: _____							
LIST ANY SPECIAL SKILLS SUCH AS: FOREIGN LANGUAGES, CPR, FIRST AID, ETC:							
PREVIOUS EXPERIENCE:							
NAME OF HIGH SCHOOL:				NAME OF COLLEGE:			

Please select volunteer program(s) interested in: \*Requires Fingerprinting

<input type="checkbox"/>	ACES/RACES Ham Radio (18+)*	<input type="checkbox"/>	Fire Explorer Scout (14+)
<input type="checkbox"/>	Administrative/Clerical (14+)	<input type="checkbox"/>	Library Volunteer (Includes Literacy Tutor) (14+)*
<input type="checkbox"/>	Animal Shelter (18+)	<input type="checkbox"/>	MVTV-3 Government Access Channel (14+)
<input type="checkbox"/>	CERT Community Emergency Response Team (14+)	<input type="checkbox"/>	Park Ranger (18+)*
<input type="checkbox"/>	Emergency Operations (14+)*	<input type="checkbox"/>	Police Volunteer (18+)*
<input type="checkbox"/>	Emergency Response Force (18+)*	<input type="checkbox"/>	Police Explorer Scout (14+)
<input type="checkbox"/>	Fire Department Volunteer (18+)	<input type="checkbox"/>	Recreation Programs (Includes Youth Sports Coach) (14+)*

Availability (Please check all that apply)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning
<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon
<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening

I certify that all statements made in this application are true and complete. I understand that there may be specific qualifications for some volunteer positions and that my application may be forwarded to another person if it is determined that I do not satisfactorily meet those qualifications for my first choice. Once accepted as a volunteer, I understand that I may be released from my volunteer position at any time.

PLEASE ALLOW FOUR (4) WEEKS TO PROCESS YOUR APPLICATION

\_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
**DATE SIGNATURE IF UNDER 18, SIGNATURE OF PARENT/GUARDIAN**

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 FOR OFFICE USE ONLY

PROGRAM AREA REFERRED TO: \_\_\_\_\_ DATE: \_\_\_\_\_

DATE VOLUNTEER NOTIFIED: \_\_\_\_\_  PHONE  MAIL

COMMENTS: \_\_\_\_\_

## Volunteer Application Frequently Asked Questions

- 1) How old do I have to be to volunteer with the City of Moreno Valley?** You need to be at least 14 years old to volunteer with the City of Moreno Valley. There are some volunteer positions that require you to be over 18 years old. Each volunteer program on the application has minimum age listed.
- 2) I need to perform community service. Where can I go?** The City can assist high school students who are looking to perform volunteer work as part of their college application (please allow FOUR WEEKS to process your application). However, the City is unable to help those who are performing community service as part of a court-ordered or school-ordered sentence. You may call Alternative Sentencing at 951.686.4402 regarding fulfilling the court ordered community service hours.
- 3) The court has ordered me to volunteer as a part of my sentence. Can I volunteer here?** The City is unable to help those who are performing community service as part of a court-ordered or school-ordered sentence. However, you may call Alternative Sentencing at 951.686.4402 regarding fulfilling the court ordered community service hours.
- 4) When will someone contact me regarding my application?** Please allow FOUR WEEKS to process your volunteer application.
- 5) Will the City require me to be fingerprinted?** Some volunteer programs are required by law to fingerprint volunteers. Those that require fingerprinting are notated by an asterisk (\*) on the volunteer application.
- 6) An area I wish to volunteer for is not accepting volunteers. Will you keep my application on file?** While we keep all applications we receive, we do not maintain a call back list if an opening occurs. If you wish to call back and check if the area has opened to new volunteers, you may call 951.413.3800.
- 7) I have submitted my application, but no one has contacted me. What should I do?** Please allow FOUR WEEKS. After FOUR WEEKS, you may call 951.413.3800 to check on the status of your application.
- 8) I would like to be a volunteer intern. What should I do?** Please fill out the Volunteer application and allow FOUR WEEKS to process your application.
- 9) I have a question that is not on this sheet. What should I do?** Only Emergency Operations and Volunteer Services Program staff are trained to answer your questions. Please call 951.413.3800. Leave a message if no one is available, and your call will be returned as soon as possible. Emergency Operations and Volunteer Services Program staff are NOT available in person without an appointment. Please call 951.413.3800 for an appointment if you wish to meet with staff in person.