



## Coos Bay Boat Building Center

### Volunteer Application

Please Print

#### 1. PERSONAL INFORMATION

Date \_\_\_\_\_ Date Received by CBBBC \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Cell Telephone # \_\_\_\_\_

#### 2. REFERENCES Please provide daytime contact information for two people (other than family members) who would be happy to provide a reference on your behalf.

Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Telephone # \_\_\_\_\_ Relationship \_\_\_\_\_

#### 3. I AGREE TO HOLD THE COOS BAY BOAT BUILDING CENTER, ITS AGENTS, OFFICERS, EMPLOYEES AND VOLUNTEERS HARMLESS FROM ANY LIABILITY, LOSS, EXPENSE OR CLAIM FOR INJURY OR DAMAGES ARISING FROM MY PARTICIPATION IN THIS PROGRAM.

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

#### 4. TELL US ABOUT YOUR INTEREST IN THE BOAT BUILDING CENTER

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#### 5. SKILLS/EDUCATION/EXPERIENCE/ABILITIES (provide copy of certificate(s) of completion for special skills, education, and/or training)

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#### 6. AVAILABILITY (note that the Center is closed Sundays)

Indicate with an **X** when you prefer to volunteer

\_\_ Monday \_\_ Tuesday \_\_ Wednesday \_\_ Thursday \_\_ Friday \_\_ Saturday

AM \_\_\_\_\_ PM \_\_\_\_\_

**7. AREA(S) OF INTEREST**

- Meet and greet visitors, hand out information, give tours of facility
- Help in the shop with tool maintenance, cleanup, work on projects
- Help with special events: open houses, Festival of Sail, Clamboree, classes
- Distribute flyers, posters, and information to local businesses
- Work on projects to sell in the gift shop
- General cleaning of office, meeting room, library, kitchenette and restroom
- Take photographs of special events, classes, etc.

**WHAT HAPPENS NEXT?**

Please return your application to the Coos Bay Boat Building Center, 100 Newmark Avenue or mail to P O Box 3580, Coos Bay OR 97420. We will contact you within three weeks. If no current match exists for your interests, your application will remain active for three months. All CBBBC staff and volunteers are subject to a security background check. Thank you for your interest in volunteering with us.

**I AUTHORIZE COOS BAY BOAT BUILDING CENTER TO CHECK MY REFERENCES.**

**I CERTIFY THAT THE FACTS AND INFORMAITON SET FORTH ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I HAVE READ AND REVEIUED THE ABOVE STATEMENTS AND OTHER INFORMATION I PROVIDED IN THIS APPLICATION.**                           Yes                   No

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed

NOTES ~ for use by volunteer coordinator

Date of interview and background check paperwork \_\_\_\_\_

Date background check cleared \_\_\_\_\_

Date trained / start date \_\_\_\_\_

To be completed if posted to a volunteer position:      In case of an emergency during your volunteer shift, who should be contact?

Emergency contact / relationship \_\_\_\_\_

Telephone # \_\_\_\_\_



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Volunteer Application**

100 Newmark Avenue ▪ P O Box 3580 ▪ Coos Bay OR 97420  
(541) 808-2211 ▪ [www.coosbayboats.org](http://www.coosbayboats.org)

To Whom It May Concern

I respectfully request and authorize you to furnish the Coos Bay Boat Building Center with any and all information that you may have concerning me, my employment, volunteer, and educational records.

I hereby release you, your organization and others from any liability or damage which may result from furnishing the information requested.

Date of Birth \_\_\_\_\_ [for purpose of background check only]

Please Print Your Name

\_\_\_\_\_

First

Middle

Last

\_\_\_\_\_

Signature

\_\_\_\_\_

Date