

# CONCERN AMERICA

GROW A GLOBAL HEART

## VOLUNTEER PROGRAM APPLICATION FORM

### PERSONAL DATA

Date \_\_\_\_\_

Name

\_\_\_\_\_ Last First Middle Initial  
Present address

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Day (\_\_\_\_) \_\_\_\_\_ Eve. (\_\_\_\_) \_\_\_\_\_ Fax \_\_\_\_\_ E-Mail \_\_\_\_\_  
Permanent address

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

### Emergency contact:

Name/Relationship

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

Daytime phone (\_\_\_\_) \_\_\_\_\_ Evening phone (\_\_\_\_) \_\_\_\_\_

Next of kin:

Name/Relationship

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

Daytime phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

### (Please inform us of any address changes)

Date of birth \_\_\_\_\_ Place of birth \_\_\_\_\_ Citizenship \_\_\_\_\_

Social security number \_\_\_\_\_ Passport number \_\_\_\_\_ / / / / / / / /  
Date Issued Exp. Date Place Issued

Do you have a valid driver's license? \_\_\_ Driver's Lic # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

Marital status \_\_\_\_\_ Number of children \_\_\_\_\_ Ages \_\_\_\_\_

Will your partner and/or children accompany you in Latin America? \_\_\_ Give details \_\_\_\_\_

Is any person dependent on you financially or otherwise? \_\_\_ Give details. \_\_\_\_\_

Do you have any financial commitments (i.e. loans)?

Date available for service

If selected, for your annual home visit, which international airport is closest to your home city?

If the space provided for your answers is insufficient, please add additional pages.

### EDUCATION (GRADUATE/POST GRADUATE)

Dates	Institution	Location	Field	Degree

Professional Licenses: \_\_\_\_\_

Qualification: \_\_\_\_\_

Renewal/recertification date: \_\_\_\_\_

Will you need to meet any continuing education requirements while volunteering?

How do you plan to comply with these requirements? \_\_\_\_\_

### LANGUAGES *Check all that apply*

	Bilingual	Fluent	Intermediate	Beginner
Spanish proficiency:				
Speaking ability				
Comprehension				
Reading				
Writing				

Have you formally studied Spanish? \_\_\_\_\_ Where? \_\_\_\_\_

When? \_\_\_\_\_ How long? \_\_\_\_\_ Are you bilingual? \_\_\_\_\_

Other Languages	Bilingual	Fluent	Intermediate	Beginner

### Computer Skills

List computer programs you have used and your proficiency level.

### Work Experience

Please attach a resume that includes your current and previous employers, their contact information, dates employed, position held, job description and reasons for leaving.

Have you ever done volunteer work nationally? \_\_\_\_\_ Where? \_\_\_\_\_

When \_\_\_\_\_ Position held. \_\_\_\_\_

Have you had any formal or informal teaching/training experience? \_\_\_\_\_

Give details. \_\_\_\_\_

Describe your work-style, including your strengths and weaknesses.

Have you ever worked on a team? \_\_\_\_\_

What did you learn about yourself from that experience? \_\_\_\_\_

What aspects of your work have you enjoyed most? \_\_\_\_\_

What aspects of your work have you enjoyed least? \_\_\_\_\_

### SKILLS AND EXPERIENCE

Please check those areas in which you have experience:

- |                          |                        |                            |                          |                           |
|--------------------------|------------------------|----------------------------|--------------------------|---------------------------|
| <input type="checkbox"/> | accounting/bookkeeping | group facilitation         | <input type="checkbox"/> | administration            |
| <input type="checkbox"/> | horticulture           | agriculture                | <input type="checkbox"/> | hydrology                 |
| <input type="checkbox"/> | animal husbandry       | income generating projects | <input type="checkbox"/> | appropriate technology    |
| <input type="checkbox"/> | journalism/writing     | art /design                | <input type="checkbox"/> | literacy work             |
| <input type="checkbox"/> | carpentry/construction | marketing                  | <input type="checkbox"/> | community development     |
| <input type="checkbox"/> | mental health work     | community organizing       | <input type="checkbox"/> | nutrition                 |
| <input type="checkbox"/> | conflict resolution    | photography                | <input type="checkbox"/> | cooperatives              |
| <input type="checkbox"/> | public health/heath/ed | dentistry                  | <input type="checkbox"/> | sewing                    |
| <input type="checkbox"/> | ecology/environmental  | social work                | <input type="checkbox"/> | engineering               |
| <input type="checkbox"/> | strategic planning     | typing                     | <input type="checkbox"/> | substance abuse treatment |
| <input type="checkbox"/> | forestry               | other                      | <input type="checkbox"/> | gender work               |
| <input type="checkbox"/> | weaving                |                            | <input type="checkbox"/> |                           |

List your avocational interests.

\_\_\_\_\_

### INTERNATIONAL EXPERIENCE

Have you ever worked or volunteered internationally? \_\_\_\_\_ Give details: \_\_\_\_\_

\_\_\_\_\_

Why are you interested in volunteering with Concern America? \_\_\_\_\_

How did you become acquainted with Concern America? \_\_\_\_\_

Are you applying to other organizations? \_\_\_\_\_ Please list \_\_\_\_\_

What kind of work are you most interested in doing in Latin America?  
\_\_\_\_\_

Do you have experience camping and/or living in isolated areas with minimal accommodations?  
Give details. \_\_\_\_\_

Do you hold any religious, political or personal views that we should be aware of when considering you for a position?  
\_\_\_\_\_

Have you worked with any Latin American solidarity groups? \_\_\_\_\_ Please list. \_\_\_\_\_

What do you believe is the role of international development in Latin America?  
\_\_\_\_\_

What do you believe is the role of an international volunteer in Latin America?  
\_\_\_\_\_

What do you personally want to get out of your work in Latin America? \_\_\_\_\_

What do you hope to learn from those with whom you work in Latin America?  
\_\_\_\_\_

We ask for a two year commitment in writing. How long a commitment would you be able to make?  
\_\_\_\_\_

Would you consider extending beyond that time? \_\_\_\_\_ Do you have commitments to return to? \_\_\_\_\_ Specify date \_\_\_\_\_

What do you plan to do after volunteering in Latin America?  
\_\_\_\_\_

**LIFE EXPERIENCE** *Please attach additional sheets as necessary*

Describe any living experience you have had which was completely outside of your own cultural context.

What did you learn about yourself? \_\_\_\_\_

What did you discover as your most basic needs? \_\_\_\_\_

What difficulties arose? \_\_\_\_\_

How did you address them? \_\_\_\_\_

Have you ever lived in community or in a group setting? \_\_\_\_\_

Briefly describe the experience. \_\_\_\_\_

What issues were raised for you? \_\_\_\_\_

How did you address them? \_\_\_\_\_

What support systems did you most rely on? \_\_\_\_\_

How will you replace those that will not be present in your new environment? \_\_\_\_\_

Is there anything else you would like us to know about you? \_\_\_\_\_

**REFERENCES**

May we contact your present employer? \_\_\_\_\_

Please give the names, addresses and phone numbers of two references with whom you have had a professional relationship.

Name \_\_\_\_\_ Company/Organization \_\_\_\_\_

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

Daytime Phone (\_\_\_\_) \_\_\_\_\_ Evening Phone (\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_ Company/Organization \_\_\_\_\_

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

Daytime Phone (\_\_\_\_) \_\_\_\_\_ Evening Phone (\_\_\_\_) \_\_\_\_\_

Please include a passport size photograph with this application form.

Please sign, date and return this form to:

**CONCERN AMERICA  
2015 N. BROADWAY  
P.O. BOX 1790  
SANTA ANA, CA 92702  
(714) 953-8576**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_