



# Victoria Literacy Connection

Opening the world of learning in our community.

## Volunteer Application Form

CONTACT INFORMATION:		
<b>Please circle:</b> Mr. Mrs. Miss. Ms. Dr.	<b>First Name:</b>	<b>Last Name:</b>
<b>Street Address:</b>	<b>City:</b>	<b>Province: Postal Code:</b>
<b>Email:</b>		
<b>Phone (s):</b>	<b>Emergency Contact:</b>	
<b>Please check your age group:</b> <input type="checkbox"/> 19-29 <input type="checkbox"/> 30-39 <input type="checkbox"/> 40-49 <input type="checkbox"/> 50-59 <input type="checkbox"/> 60-69 <input type="checkbox"/> 70-79 <input type="checkbox"/> 80+	Name:	
<b>When &amp; how often are you available to volunteer?</b>	Phone:	
<b>How did you learn about Victoria Literacy Connection (VLC)?</b> <input type="checkbox"/> Friend <input type="checkbox"/> Volunteer Victoria <input type="checkbox"/> Website <input type="checkbox"/> _____	Relationship:	
<b>Have you volunteered at VLC before?</b> If yes, approximate date:		
EDUCATION:		
<b>Please check your last completed level of education:</b> <input type="checkbox"/> High School <input type="checkbox"/> Post Secondary <input type="checkbox"/> University <input type="checkbox"/> Graduate	<b>Field of Study:</b>	
Teaching experience not required, however, please tell us about any past teaching or other experiences, certifications, training or special skills you may have relevant to your volunteer application.		
EMPLOYMENT: Please tell us about your recent and/or current employment experiences (or attach resume)		
Agency	Roles and Responsibilities	Length of service

<b>VOLUNTEER EXPERIENCES: Please tell us about your previous and/or current volunteer experiences.</b>		
Agency	Roles and Responsibilities	Length of service

**INTERESTS:**

Why do you want to volunteer for VLC?

Victoria Literacy Connection supports varied Learners and has a number of volunteer opportunities. Please identify the areas you would be most interested in supporting (number your top 3 in order of preference, 1 being your program of most interest). Check here if you don't know or have no preference and would like to speak with a VLC staffer  :

**Adult Programs:** \_\_\_ 1:1 \_\_\_ English Conversation Group (ESL) \_\_\_ Inmates at Wilkinson Road Correction Centre

**Child & Youth Programs:** \_\_\_ 1:1 \_\_\_ eReading Club online

**Other tutoring opportunities** (i.e. Math, Computers/Technology, Financial Literacy, etc.): \_\_\_\_\_

**Other opportunities:** \_\_\_ Board/Committee Membership \_\_\_ Fundraising \_\_\_ Grant Writing \_\_\_ Social Media

***Thank you for completing Victoria Literacy Connection's Volunteer Application.***

**Please submit this completed application to Victoria Literacy Connection:**

By hand or by mail: #306 – 620 View Street, Victoria BC V8W 1J6

By email to the appropriate person:

Adult Program Coordinator:	Darren Alexander	AdultCo@victorialiteracyconnection.ca
Child & Youth Program Coordinator:	Sofia Lopez Fuertes	ChildCo@victorialiteracyconnection.ca
Executive Director:	Christine Bossi	ED@victorialiteracyconnection.ca
Administrator:	Marla Ilo	Admin@victorialiteracyconnection.ca

**In addition to this application, all tutor applicants must:**

- Provide two Letters of Reference,
- Provide a current Criminal Record Check

*By signing and submitting this Volunteer Application, I acknowledge that the information provided in this application is true and accurate to the best of my knowledge. I authorize Victoria Literacy Connection to verify my qualifications and contact the individuals I put forward as references.*

*I understand that this application does not guarantee acceptance as a volunteer tutor at Victoria Literacy Connection and that Victoria Literacy Connection is under no obligation to accept me as a volunteer, or to provide an explanation of the decision made. This application and subsequent information in my file is the property of Victoria Literacy Connection and will be kept confidential.*

*I agree to be placed on Victoria Literacy Connection's contact list for quarterly newsletters and periodic email communications regarding literacy events, volunteer updates and donation appeals. You may opt out at any time & we will never sell or give your contact information to any person or entity outside of Victoria Literacy Connection.*

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