



THE WRITERS PLACE

MIDWEST CENTER FOR THE LITERARY ARTS, INC.
A non-profit literary arts organization serving the Midwest community since 1992

Volunteer Program Application

Questions to ask before beginning this application:

- Am I interested in greeting visitors or assisting with special events?
- How much time and flexibility do I have in my schedule? Can I volunteer once a week? Every other week? Only occasionally?

Personal information (please print)

Name _____

Address _____

City / State / Zip _____

Telephone _____

E-mail _____

Date of birth _____

Current employer _____

Position title _____

Duties include _____

Other employment experience (briefly describe)

Note: All volunteers must be members of THE WRITERS PLACE. Membership information is available at www.writersplace.org.

Education

Current student? Yes No School: _____

Highest level of education completed:

- high school
- college
- graduate

Volunteer experience

Please describe previous volunteer experience, if any

Areas of interest

- | | |
|--|---|
| <input type="checkbox"/> Art Gallery | <input type="checkbox"/> Marketing & Public Relations |
| <input type="checkbox"/> Departmental Assistance | <input type="checkbox"/> Membership & Publications |
| <input type="checkbox"/> Development & Fundraising | <input type="checkbox"/> Special Events |
| <input type="checkbox"/> Education Programs | <input type="checkbox"/> Web Design |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Writing Groups |

Availability

	Mornings	Afternoons	Evenings
Weekdays	M T W R F	M T W R F	M T W R F
Weekends	S S	S S	S S

Background information

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation?

- Yes No

If so, please list:

Emergency contact information

Person(s) to contact in case of emergency:

Telephone:

Mail completed form to:

THE WRITERS PLACE, 3607 Pennsylvania, Kansas City, Missouri 64111

Attention: Volunteer Program

For TWP Use Only:

Date received: _____

Start Date: _____

Category: _____

Inactive Date: _____

Resignation Date: _____

Reason for Resignation: _____