



Office Use Only

File Number

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Manitoba Child Abuse Registry	Police Criminal Record	Confidentiality Agreement
First Contact		

N.E.E.D.S. Inc. LINK Mentorship Volunteer Application Form

Which Mentorship Program are you applying for: () One-on-One Mentorship () Family Mentorship

Please print

Last name		First name	
Address			
City	Province	Postal Code	
Telephone			
Cell	Fax	Home	Work
Email	Female	Male	Date of Birth (YYYY-MM-DD)
Languages Spoken			Country of Origin

Alternate Contact (not residing with you, in case of address change):

Last name		First name	
Address		Phone Numbers (home/cell)	
City	Province	Postal Code	

Household Members

Name	D.O.B (YYYY-MM-DD)	Sex (male/female)	Interests

Résumé attached Yes / No If No, list employment history:

Company name	Position held	From (date) To (date)	Volunteer or Paid Work



Education

Name of School, College or University	From (date) To (date)	Completed or In-process	Certificate or Diploma

Special skills and talents or significant accomplishments

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Available number of hours (per week)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM							

Available months

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

References

Name and Title	Address	Phone Number	Organization/Company
1.			
2.			
3.			

Date: _____

Signature of Applicant: _____

**Please note: Only those volunteers who are accepted will be contacted.
Thank you!**



Newcomers Employment and Education Development Services (N.E.E.D.S.) Inc.
CODE OF CONFIDENTIALITY AGREEMENT

All volunteers at N.E.E.D.S. Inc. are required to sign a Confidentiality Agreement before starting to work as a volunteer.

CODE

As a volunteer involved with clients, children, participants, staff and students at N.E.E.D.S. Inc.:

1. I will:
Respect clients', participants', staff and students' rights to total privacy concerning the details of their lives such as: family names, addresses, private telephone numbers, fax, email, family background, religion, nationality, workplace, business, income, political affiliation and personal experiences in a war-affected country.
2. I understand:
That while volunteering at N.E.E.D.S. Inc., I will keep confidential all information about activities, participants, children, clients' cases, staff and students. I understand that this agreement continues even if I am no longer connected with N.E.E.D.S. Inc.
3. I am aware that:
I am liable for my actions in the work place or in public places and any breach of this agreement between N.E.E.D.S. Inc. or between clients/students/staff and participants and me will warrant termination of my services.

Volunteer's Name
(Please Print)

N.E.E.D.S. Centre Executive Director
(Please Print)

Signature

Signature

Date

Date



N.E.E.D.S Centre Inc. Pre-Interview Questionnaire

Do you own or have regular access to a vehicle? _____

Does your vehicle have passenger airbags? _____

If not, what Bus Routes are you on? _____

Is your driver's license and registration valid and up to date? _____

Have you ever been charged with any traffic violations? _____

Members of your household including children (Name/Age/Sex):

Do you have a police record now? () Yes () No

If yes, please specify offence and date: _____

What level of education have you achieved?

Last School/University attended

Date

Other Places of Employment (Include Past 5 years & Approx. dates):

Have you ever previously applied at a mentoring agency? If yes, please specify which agency and when.

Are you anticipating any changes in your life in the next year that may impact your match (e.g. marital status, living arrangements, employment, children, etc.)?

Do you foresee a job change? (explain)

What is your work schedule? _____

Do you own firearms? _____ If so, how/where are they stored? _____

Do you have any pets? If so, how many and what kind?

If so, how do your pets relate to children? _____

Do you have asthma, allergies or other chronic health problems?

I acknowledge and certify that the information provided above to be true and correct to the best of my knowledge.

Signature: _____ Date: _____

Criminal Record Check and Child Abuse Registry Check

N.E.E.D.S. Inc. requires volunteers to have a Criminal Record Check and a Child Abuse Registry Check current within one year. You can process your Criminal Record Check in person by going to The Public Safety Building (151 Princess St.). Please ensure the "Vulnerable Sector Search" on the form is checked and performed. The volunteer is responsible for the cost of the Criminal Record Check. For more information regarding Criminal Record Checks please visit: http://www.winnipeg.ca/police/BPR/info_request.stm#crim_record_search.

We encourage you to apply for your Child Abuse Registry Check through NEEDS Centre. If applying through NEEDS for the Child Abuse Registry Check, there will be **no** charge to you. Please bring **two pieces of identification** to the office when you apply.