



# Volunteer Application

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

## Contact Information

Name		
Street Address		
City ST ZIP Code		
Phone		
E-Mail Address		

## Education (Current or most recent)

Name of Institution		
Degree/Certification		
Graduate?		

## Availability

During which hours are you available for volunteer assignments? (**Office Hours: M-F, 8:30-4:30**).

to  Monday       to  Thursday  
 to  Tuesday       to  Friday  
 to  Wednesday       Remote assignments

## Interests

Tell us in which areas you are interested in volunteering

- Administrative
- Community Outreach & Education
- Document/Statement translation (Spanish to English)
- Translation for Refugee Services (Arabic, Farsi, Dari, Pashto, Somali)
- Other

## Skills and Qualifications

Please summarize any skills and qualifications you have acquired from employment, education, previous volunteer work, or through other activities, including hobbies.

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## Languages

Please indicate your primary language and any additional languages spoken, including level of proficiency in speaking, reading and writing. **Spanish and English proficiency is required, except for special circumstances.**

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## Previous Volunteer Experience

Summarize any previous volunteer experience.

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## Person to Notify in Case of Emergency

Name	
Street Address	
City ST ZIP Code	
Phone	
E-Mail Address	

## Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete.

Name (printed)	
Signature	
Date	

## Our Policy

- 1. All volunteers must pass a criminal background check.**
- 2. Completion of the Diocese of El Paso's Safe Environment Training Program.**
- 3. Spanish and English proficiency is required (except for interpreters in the Refugee Resettlement Program or other special circumstances).**

DMRS provides equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. Thank you for completing this application form and for your interest in volunteering. Please submit your application to:

Katie Hudak, Development Coordinator  
Diocesan Migrant & Refugee Services, Inc.  
2400 A East Yandell Drive  
El Paso, TX 79903  
Phone: (915) 532-3975 x1005; Fax: (915) 532-4071