

 **Opportunity Information FormGeneral Information for Opportunities**

1. **Title of opportunity:**

1. **Please describe this volunteer opportunity (using complete sentences):**

1. **Agency and contact associated with this opportunity:**

1. **This is a(n):**

 [ ]  One-time opportunity

* What is the date?
* How many volunteers are needed total?
* How many hours are the volunteers expected to work?
* Please describe when the shift(s) would start and end.
* How many volunteers are needed for each shift (if applicable)?

 [ ]  Ongoing opportunity

* How many volunteers are needed total?
* How many hours is (are) the volunteer(s) expected to work?
* Please describe when the shift(s) would start and end.
* Will this opportunity take place daily, weekly, monthly, etc.?
* Is there an expiration date for this opportunity?
1. **Will you allow for team registration?**

1. **What is the minimum age requirement for this opportunity (if applicable)?**

1. **What is the maximum age requirement for this opportunity (if applicable)?**

1. **Is this opportunity family friendly?**

1. **Is this opportunity outdoors?**

1. **Is this opportunity wheelchair accessible?**

1. **Are there any other important details regarding this opportunity (i.e. “Snacks will be provided”, “Training will take place prior to each shift”, “Wear close-toed shoes”, etc.?**

1. **Where is this opportunity taking place?**

1. **Interests/Abilities (your selection will be used to match volunteers with opportunities that interest them):**

|  |  |
| --- | --- |
| [ ]  Advocacy  |  [ ]  Marketing  |
| [ ]  Board Service |  [ ]  Medical  |
| [ ]  Clerical  |  [ ]  Nonprofit Professional  |
| [ ]  Court Mandated  |  [ ]  Physical Labor  |
| [ ]  Education  |  [ ]  Skilled Labor  |
| [ ]  Finance  |  [ ]  Social  |
| [ ]  Food Prep  |  [ ]  Technology  |
| [ ]  In-Kind |  [ ]  Other (please specify):  |
| [ ]  Legal |

1. **With which group(s) would the volunteer(s) work?**

|  |  |
| --- | --- |
| [ ]  Infants / Preschoolers (0-4)  |  [ ]  Children (5-12)  |
| [ ]  Adolescents (13-17)  |  [ ]  Young Adults (18-25)  |
| [ ]  Adults (26-54)  |  [ ]  Older Adults (55+)  |
| [ ]  Abused / Battered  |  [ ]  Disabled  |
| [ ]  Disaster Victims  |  [ ]  Families / Parents  |
| [ ]  Gov’t Aid Recipients  |  [ ]  Homeless  |
| [ ]  Law Offenders  |  [ ]  Low-income / Poverty  |
| [ ]  Men  |  [ ]  Military  |
| [ ]  Women  |  [ ]  Minorities  |
| [ ]  Students  |  [ ]  Religious Groups  |

1. **Additional comments:**

**Please complete this form and return to information@vccv.org**