



HOMELESS NOT HOPELESS

### Trinity Center Volunteer Application

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

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_

Email: \_\_\_\_\_

**Emergency Contact:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_

**Areas of Interest:** (Please circle areas of interest)

Clothes Shed - Pantry Shed – Provide Transportation - Office Clerical - Intake Counselor - Fundraising  
Professional Skills - Project Work - Computer Research - Specialty Skills – Legal Aid – Group Speaker

Other \_\_\_\_\_

**Availability for Volunteering:** (Days & Times)

\_\_\_\_\_

**Personal Information:**

Experience or Resume (attach if available) or: Note below

\_\_\_\_\_

Previous Volunteer Experience: \_\_\_\_\_

\_\_\_\_\_

Current Work History: \_\_\_\_\_

\_\_\_\_\_

Education: High School \_\_\_\_\_ College \_\_\_\_\_ Other (Specialty) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Applications will be kept on file for future reference.*

*Revised 1/21/2019*

*Mailing Address: 1924 Trinity Avenue· Walnut Creek, CA 94596  
Service Address: 1300 Boulevard Way, Walnut Creek, CA 94595  
Office • (925) 949-8712 • Fax (925) 949-8713  
[www.trinitycenterwc.org](http://www.trinitycenterwc.org)*



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### Confidentiality Agreement for Employees, Volunteers and Board Members

Respecting the privacy of our clients, donors, members, staff, volunteers and of Trinity Center itself is a basic value of Trinity Center. Personal and financial information is confidential and should not be disclosed or discussed with anyone without permission or authorization from the client, Executive Director or the board president. Care shall also be taken to ensure that unauthorized individuals do not overhear any discussion of confidential information and that documents containing confidential information are not left in the open or inadvertently shared.

Employees, volunteers and board members of Trinity Center may be exposed to information which is confidential and/or privileged and proprietary in nature. It is the policy of Trinity Center that such information must be kept confidential both during and after employment or volunteer service. Staff and volunteers, including board members, are expected to return materials privileged or confidential information at the time of separation from employment or expiration of service.

Unauthorized disclosure of confidential or privileged information is a serious violation of this policy and will subject the person(s) who made the unauthorized disclosure to appropriate discipline, including removal/dismissal.

I acknowledge that I have received a copy of Trinity Center’s Confidentiality Policy and I agree to abide by the guidelines of the policy and the rules of the above Confidentiality Agreement.

Print Name: \_\_\_\_\_

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

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

Signature of parent or guardian if under 18 years of age.

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