

HWS Center for Community Engagement & Service Learning Volunteer Request Form

If you have several types of volunteer opportunities, please fill out one form for each request or if you have your own job description forms feel free to send those. Also, if you have a brochure or other information describing your organization, that information would be helpful in supplementing your volunteer request. Thanks!

Organization Name: _____ **Website:** _____

Contact Person: _____ **Phone:** _____

Volunteer Title/Position: _____

of Volunteers needed: _____

Type of Project: Beautification/Clean-up _____ Mailings _____ Fundraising _____
Administrative Staff _____ Other _____

Focus areas: (check as many as apply): Art _____ Economics Development _____
Education and Youth Services _____ Environment _____ Animals _____ Legal _____
Health Care and Support _____ Housing and Hunger Relief _____ Emergency Services _____
Social Support Services _____ Other _____

Major Responsibilities:

Qualifications:

Training and Preparation:

Time Frame: (please be specific about dates, times and days volunteers are needed)

_____ One time _____ Month _____ Semester _____ Academic Yearq

Hours per week (required or preferred) _____

Times and days volunteers are needed: Weekdays: _____ Weekends: _____

Specific Date(s): _____

Location of placement (please give address) _____

Walking distance (one mile of HWS) _____ Biking _____ Driving _____

Could you organization help provide rides for volunteers? Yes _____ No _____

If yes please describe: _____

If unable to submit electronically please send to:

HWS Colleges
Geneva, NY 14456
E-mail: serve@hws.edu

Submit Form to CCESL

Note: The CCESL does not guarantee that you will succeed in recruiting HWS student volunteers for you particular event. You will have best results by recruiting early.