

## Volunteer Application for Ambassador Education Outreach Council, ECCL Kevin Tolliver/EOC Coordinator

kptolliver1@gmail.com • 317-752-3486



Full Name: \_\_\_\_\_ Drivers' License#: \_\_\_\_\_  
 Maiden Name: \_\_\_\_\_ Gender:  Female  Male  
 Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 State: \_\_\_\_\_ Zip: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
 Birth Date: \_\_\_\_\_ Email: \_\_\_\_\_  
 Languages spoken other than English: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_

### Personal and Reference Information

Educational Background: \_\_\_\_\_  
 Occupation or Retired: \_\_\_\_\_  
 Previous Volunteer/ Mentor Experience: \_\_\_\_\_

### Volunteer Preference

Is there a particular type of volunteer work in which you are interested: *(Check all that apply)*

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Mentor –Grade_____        | <input type="checkbox"/> Clerical/Office Assistant     | <input type="checkbox"/> Committees (PTA/PTO/SAC)              |
| <input type="checkbox"/> Individual Tutoring       | <input type="checkbox"/> Classroom Assistant/Volunteer | <input type="checkbox"/> Athletic Programs                     |
| <input type="checkbox"/> Small Group Tutoring      | <input type="checkbox"/> Computer Lab                  | <input type="checkbox"/> Assisting with Vocational Fields      |
| <input type="checkbox"/> Cafeteria/ Hall Monitor   | <input type="checkbox"/> Special Projects/Events       | <input type="checkbox"/> Judging for Competitions/Science Fair |
| <input type="checkbox"/> Media Assistant/Volunteer | <input type="checkbox"/> Public Speaking               | <input type="checkbox"/> Other _____                           |

**Jr. Achievement Instructor**

I am most comfortable with:	I am available:	I prefer working with:
<input type="checkbox"/> Art	Year-round	<input type="checkbox"/> Elementary
<input type="checkbox"/> Reading	Seasonally	<input type="checkbox"/> Middle
<input type="checkbox"/> Math	Other:	<input type="checkbox"/> High
<input type="checkbox"/> Science		Days Preferred <input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> TH <input type="checkbox"/> F
<input type="checkbox"/> Music		Hours Preferred: <input type="checkbox"/> AM <input type="checkbox"/> PM
<input type="checkbox"/> Social Studies		
Writing		

**School Preference**  Pinewoods Elementary  Three Oaks Middle  Three Oaks Elementary  
 Estero High School  No Preference

Have you ever been convicted, pled no contest to, or had adjudication withheld in a criminal offense other than a minor traffic violation or are there any criminal charges now pending against you? *(Note: Operating a vehicle while intoxicated is a not considered minor traffic violation.)*  **Yes**  **No**

I certify that the information provided herein is true, complete, and correct to the best of my knowledge. I understand that misrepresenting the information may disqualify me from volunteering. I understand that I have no legal right to volunteer. I understand that the school administration maintains the right to place and dismiss volunteers. In order for The School District of Lee County to complete the processing of volunteer applications, I understand a Sexual Offender Search will be conducted and, if needed, a criminal background check may be completed. With limited exceptions, the information you provide in this application is public record subject to release upon request to any member of the public. Chapter 119, Florida Statutes.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Do not sign until in the presence of school staff.

- Keep me informed about this initiative

**Return this application to:**  
**Kevin Tolliver, EOC Coordinator**  
**20212 Cypress Shadows Blvd**  
**Estero, FL 33928**  
**kptolliver1@gmail.com • 317-752-3486**

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### GENERAL INFORMATION

District Volunteer Services promotes volunteerism and supports school-based volunteer coordinators with program information and technical assistance. Individual schools actively recruit parents, businesses, and interested citizens who wish to volunteer in their particular school.

Potential volunteers obtain volunteer applications from the school in which they seek to volunteer. Completed volunteer applications should be kept in a secure location. Volunteer applications are public information; however, they should be kept in a secure location.

**It is the responsibility of each individual school to screen applicant and keep the volunteer application on file\*. Each school is responsible for completing reference checks (optional) and the required Sexual Predator screening. The Screening must be completed and documented yearly for each volunteer. If a criminal background check is deemed important and the results prohibit the individual from volunteering, please contact the District Volunteer Coordinator.**

The principal must approve all volunteer applicants before they assume volunteer duties.

School personnel have permission to duplicate any materials provided by District Volunteer Services.

Volunteers are covered under the District's worker's compensation insurance if they require medical treatment for an injury incurred in the course and scope of their volunteer employment. Volunteers who are placed through outside organizations such as Foster Grandparents are covered by that organization's insurance.

### ROLES AND RESPONSIBILITIES

A school volunteer program acts as a vehicle to provide additional educational resources to students, teachers, and other staff members. When each participant works as a team member, the school volunteer program will run as smoothly as any professionally managed program. Each person involved with a school-level volunteer program performs an essential role. The suggested roles and responsibilities determine how each participant will be involved with the school-level volunteer program:

#### Volunteer:

- Works as a team member with faculty and staff.
- Follows policies, rules, and regulations.
- Works closely with administrators, teachers, and the volunteer coordinator.
- Follow directions.
- Ask questions when needed for clarification.
- Is responsible, prompt, dependable, and maintains confidentiality.
- Has respect for students and others working with the program.
- Is willing to share ideas, talents, and skills.
- Is willing to serve as an appointed, non-paid employee.
- Recognizes that the teacher has primary instructional responsibilities.

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