



Thank you for your interest in volunteering with Make-A-Wish®. Behind every Make-A-Wish experience, there are volunteers filling a multitude of roles. Their commitment is what drives Make-A-Wish and allows us to create life-changing wishes for children with critical illnesses.

HOW DO I BECOME A VOLUNTEER?

In order to provide our wish children and families with the best experience possible, we require all potential volunteers to go through an assessment before becoming an active Make-A-Wish volunteer.

Volunteer paperwork may take up to 4 weeks to process and approve. After your paperwork is processed, you will be contacted with instructions as it relates to the next steps based on the opportunities you selected. Please note, the need for certain volunteer opportunities may vary.

WHY DO I NEED A BACKGROUND CHECK?

Due to the nature of our work, most of our volunteer positions must successfully complete a criminal background check every 3 years. Make-A-Wish does not employ or utilize as a volunteer any individual who has been convicted of a crime that (a) victimizes children, (b) is sexual in nature, or (c) involves violence, fraud, or significant theft. Please contact us with any questions related to past convictions and/or our background check screening process.

WHO DO I CONTACT WITH QUESTIONS?

Our team is happy to answer any questions or address any concerns that you may have. Please contact Mike Topham at mtopham@philadesv.wish.org or visit [http:// philadesv.wish.org/](http://philadesv.wish.org/).

HOW DO I SUBMIT MY APPLICATION?

Please complete and submit pages 2-5 of this packet to our Volunteer Manager, Mike Topham via email (mtopham@philadesv.wish.org), mail, or fax.

Make-A-Wish Philadelphia, Delaware & Susquehanna Valley
Attn: **Volunteer Services**
Three Bala Plaza West, Suite 700
251 St. Asaphs Road
Bala Cynwyd, PA 19004

Fax: 215-654-9354

PRIVACY & PROTECTION OF INFORMATION



Security of information is extremely important to us. All information submitted is available to and accessed by only relevant personnel. Information is never sold or shared outside of Make-A-Wish.

Volunteer Application

All volunteer opportunities require the completion of this application, a signed Conflict of Interest and Ethics Statement and training relevant to the desired opportunity. In addition, select opportunities require a criminal background check performed every three years.

Personal Information

Title:	Name: First	Middle	Last
Nickname:			
Address: Street		City	State Zip
County:		Birth Month: Day:	
		I'm over the age of 18: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Phone: Home	Mobile	Preferred Phone: <input type="checkbox"/> Home <input type="checkbox"/> Mobile	
Email:		I am on LinkedIn: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Employment Information

Employer:	Position:		
Address: Street	City	State	Zip
Work Phone:	May we contact you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Would you like to <i>share the power of a wish</i> ® at work by learning more about our Wishmakers At Work® program? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Emergency Contact Information

Emergency Contact:	Relationship:
Emergency Contact Phone:	

How did you hear about Make-A-Wish?

- ☐ Aware of a wish family who experienced a wish: _____
- ☐ Civic organization: _____
- ☐ College/University: _____
- ☐ Employer: _____

- ☐ Family: _____
- ☐ Friend: _____
- ☐ Media/Public Relations: _____
- ☐ Other: _____

Professional Skills – Select those skills in which you have a professional capability.

- | | |
|--|--|
| <input type="checkbox"/> Construction / Carpentry | <input type="checkbox"/> Professional Certifications |
| <input type="checkbox"/> Entertainment Skills | <input type="checkbox"/> Scrapbooking |
| <input type="checkbox"/> Graphic Design / Art Design | <input type="checkbox"/> Writing |
| <input type="checkbox"/> Interior Decorating | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Photography | |

Language Skills – If you are fluent in another language, please check all that apply.

	Read	Write	Speak	Understand
American Sign Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arabic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chinese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
French and French Creole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
German	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hindi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Italian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Japanese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Korean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Polish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Portuguese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Russian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spanish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tagalog	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vietnamese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Travel: Please select **all** of the counties you would be willing to travel to for a wish.

- | | |
|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> Philadelphia | <input type="checkbox"/> Lancaster |
| <input type="checkbox"/> Chester | <input type="checkbox"/> Lebanon |
| <input type="checkbox"/> Delaware | <input type="checkbox"/> Perry |
| <input type="checkbox"/> Montgomery | <input type="checkbox"/> Sussex |
| <input type="checkbox"/> Bucks | <input type="checkbox"/> Kent |
| <input type="checkbox"/> Cumberland | <input type="checkbox"/> New Castle |
| <input type="checkbox"/> Dauphin | |

Criminal Background Check Search / Address History

Select opportunities require a criminal background check performed every three years. Our criminal background check search includes a social security number verification and search of all aliases used by the individual, as well as all records in the counties in which the individual has resided for at least seven years and in a national database. If you have lived outside of the US within the past 7 years, additional checks and/or proof of clearance may be required.

I have resided in the United States for the last 7 years: ☐ Yes ☐ No

In a few words, describe yourself and what motivated you to volunteer at this time in your life.

What are you looking to get out of this volunteer experience?

Volunteer Roles

- ☐ Fundraising – Assist development team in seeking in-kind donations and soliciting donations using a personal fundraising page provided by Make-A-Wish.
- ☐ Office – Assist with miscellaneous projects at the office, including phone calls, wish research, mailings, etc.
- ☐ Translator/Interpreter – Help facilitate wish experiences for non-English-speaking families or assist with translation requests (as needed).
- ☐ Wish Granter – As a member of a wish team, wish granters meet with the family, help the wish child determine the wish and act as a liaison between Make-A-Wish staff and the wish family during the wish process. Wish granters must be a minimum of 18 years old. Attendance at an in-depth training session is required.

I affirm that the information I have given on this form is true and correct. The information that I have provided may be verified by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me, or by conducting a criminal background check.

I have read and understood the various volunteer roles and am able to perform those roles in which I've applied for. I am volunteering my time for personal reasons and understand I will not be paid for my services as a volunteer and I expect no compensation. Furthermore, I understand that this application will help in determining the best fit of my skills for Make-A-Wish.

Signature: _____ **Date:** _____