| **Volunteer Application**5041 50 Street Camrose, AB T4B 1R3Administration 780.672.5510Fax 780.672.5536Email boxoffice@baileytheatre.com |
| --- |
| Contact information |
| First Name | Last Name |
| Address | City | Postal Code |
| Email |
| Home Phone | Cell Phone |
| Emergency Contact: Name | Phone Number | Relationship |
| TRAINING/CERTIFICATION  |
|  Driver’s License  |  ProServe |  WHMIS |  Food Safety |
| Previous Work and Volunteer Experience:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| VOLUNTEER INTERESTS |
| Event Operations | Fundraising | Harvest Fundraiser | Other Opportunities |
|   Ticket Taker Usher Merchandise  Coat Check Ticket Pick-up   Concession  |   Sell Memberships  Obtain Financial  Sponsors  Work Casinos (Fall 2016) Sell 50/50 Tickets  Write Grant Proposals  Canvassing |  Setup Door Prizes Servers |  Poster Distribution Information Booth  Attendant Bottle Recycling Driver Cleaning/Maintenance Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| VOLUNTEERS ALSO NEEDED FOR THE FOLLOWING BOARD OPERATIONS: |
| Board Member | FundraisingCommittee | Financing & Audit Committee | Facility Committee | Human Resources Committee |

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

*Personal information collected using this form is protected under the Freedom of Information Act.*

*For further information about the collection and use of information, please call 780.672.5510*

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| --- | --- |
| For Office Use | Date Received |

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**CODE OF ETHICS**

As a volunteer for the Bailey Theatre, I agree to adhere to this Code of Ethics at all times.

I pledge to:

1. Be on time for my volunteer shift, and provide my supervisor with as much notice as possible if I am unable to attend a given shift;
2. Abide by all written policies and guidelines provided to me – relevant to my volunteer work;
3. Accept orientation and training in order to provide quality service;
4. Accept supervision in the performance of my duties, and I will not present myself or comment to the media as an agent of the theatre unless approved to do so by my supervisor;
5. Perform all assigned tasks to the best of my ability, and not report to work while under the influence of alcohol or drugs; and I will not consume alcoholic beverages during pre-show or intermission;
6. Treat with courtesy each individual with whom I come into contact regardless of race, colour, religion, age, gender, sexual orientation, or national ancestry;
7. Obey all laws and regulations while volunteering for the theatre;
8. Be positive about all performances and events while at the theatre regardless of my personal opinion;
9. Bring my best skills and abilities to my volunteer work to promote the Bailey Theatre.

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 Volunteer Signature Witness

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 Date of Signature Date of Witness Signature