



Del Mar Community Connections
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Del Mar, California 92014
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www.dmcc.cc
Phone: 858-792-7565

For Office Use Only:	
App. Received:	_____
Orientation:	_____
Interview:	_____
BC Completed:	_____
Entered:	_____

Del Mar Community Connections Volunteer Application

Please type or print legibly and complete in full

Name: _____ Date: _____
First Last

Address: _____
Number/Street City State/Zip

Phone: _____
Home Work Cell

Email Address: _____ Date of Birth: _____ / _____ / _____

Do you have previous long-term volunteer experience (assignments 6 mos. or longer?) Yes No

If yes, please describe: _____

Are you able to commit to 6 months of service after accepting an assignment? Yes No

In case of emergency while volunteering, please list someone we may call upon your behalf:

Name: _____ Relationship: _____

Home/Cell Phone: _____ Work Phone: _____

If you are new to DMCC, please provide a short summary of your background (e.g., employment, volunteer activities, and connections with the Del Mar area).

The following information is required as a condition of our non-profit insurance. All information is confidential and does not necessarily exclude you from volunteering.

Would you consent to fingerprinting and a background check? Yes No

Have you had a DUI or moving violation in the last 5 years? Yes No

Have you been convicted of a misdemeanor or felony? Yes No

Have you ever been treated for substance abuse or mental illness? Yes No

If yes to any of the above, please describe: _____

AVAILABILITY & SKILLS

I am interested in volunteering on the following basis: Weekly Bi-Weekly Monthly As-Needed

Days: MON _____ TUE _____ WED _____ THU _____ FRI _____ SAT _____ SUN _____

Hours: _____

Please indicate your interest in any of the following:

- | | | | | |
|--|---|--|--|--|
| <input type="checkbox"/> Driving | <input type="checkbox"/> Event Planning | <input type="checkbox"/> Fundraising | <input type="checkbox"/> Home Repair | <input type="checkbox"/> Business |
| <input type="checkbox"/> Public Speaking | <input type="checkbox"/> Gardening | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Writing/Editing | <input type="checkbox"/> Friendly Visitor |
| <input type="checkbox"/> Art | <input type="checkbox"/> Marketing | <input type="checkbox"/> Grant Writing | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Physical Labor |
| <input type="checkbox"/> Financial | <input type="checkbox"/> Research | <input type="checkbox"/> Computers | <input type="checkbox"/> Organizing | <input type="checkbox"/> Personal Shopping |
| <input type="checkbox"/> Technology | <input type="checkbox"/> Legal | <input type="checkbox"/> Web Design | <input type="checkbox"/> Medical | <input type="checkbox"/> Social Work |

I would be interested in serving on the following DMCC committees: (Please check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Transportation Committee | <input type="checkbox"/> Keeping In Tough (KIT) Committee |
| <input type="checkbox"/> Technology Committee | <input type="checkbox"/> Publicity Committee |
| <input type="checkbox"/> Development (Fundraising) Committee | <input type="checkbox"/> Volunteer Committee |
| <input type="checkbox"/> Social Services & Good Times Committee | <input type="checkbox"/> Personnel Committee |
| <input type="checkbox"/> Neighborhood Emergency Response Team (NEST) | <input type="checkbox"/> Community Building Committee |

(Please refer to the attached list of DMCC Committee descriptions)

Additional Comments: _____

How did you hear about Del Mar Community Connections?

- | | | | | |
|------------------------------------|-------------------------------------|-------------------------------------|------------------------------------|-----------------------------------|
| <input type="checkbox"/> Friend* | <input type="checkbox"/> Newspaper* | <input type="checkbox"/> DMCC Email | <input type="checkbox"/> DMCC Mail | <input type="checkbox"/> Website* |
| <input type="checkbox"/> Referral* | <input type="checkbox"/> Other* | | | |

*Please Specify Source: _____

Volunteer Signature _____ Date _____

Del Mar Community Connections

Opportunities for Volunteers to Participate on DMCC Committees

1. **Transportation Committee:** This committee supervises the performance standards of DMCC's transportation programs for which DMCC paid staff or volunteers provide transportation. It also evaluates cost efficiencies and client satisfaction with these programs, and recommends alterations as appropriate. Other responsibilities include oversight of vehicle maintenance, driver and rider protocols, recruiting volunteers as bus hosts as well as drivers. Because the loss of the ability to transport oneself is profound, our transportation programs are a big part of our public service and image.
2. **Technology Committee:** This committee works with the office employees in selecting, updating, and utilizing office resources to support all program needs. Included among office resources are machinery (e.g., printer), computer hardware, software, database management, and web communication tools, etc.
3. **Development Committee:** This committee is responsible for our fundraising activities. These include Guest Bartender nights, the Jerry Finnell Walk, our annual Gala, grant writing, and our end-of-the-year appeal. Although the Gala is under the general responsibility of the Development Committee, a **Gala Committee** is formed each year to plan the gala as a separate project.
4. **Social Services and Good Times Committee:** This committee plans an annual calendar of events and excursions that provide social interaction with peer and interest groups, family and friends. These occur one or more times a month and involve the use of volunteers depending on the events and excursions. The committee coordinates aspects of each event or excursion, such as arranging for guest speakers or entertainment, securing a venue, registration, volunteers, publicity, refreshments, and payment as appropriate. DMCC also has repeating events, such as singing, knitting, book club, Mah Jongg, bridge games, bipolar support group, Tai Chi, yoga, and senior health forum, which are run by volunteers independently of this committee.
5. **Neighborhood Emergency Support Team (NEST):** This committee recruits neighbors who stand ready to help other neighbors in the event of an emergency evacuation. NEST tries to identify people in Del Mar who would need help in such a situation, and then finds neighbors willing to offer such assistance. The committee helps Del Mar residents be prepared for disasters. The **NEST Coordinator**, with help from the committee, organizes the efforts to find both groups of people and establish the protocols for training for an emergency event.
6. **Keeping in Touch Committee:** This committee recruits volunteers to act as hosts for the Del Mar Community Building and to assist office personnel with tasks. Volunteers are often asked to make telephone calls to support DMCC events and to keep in touch with members of the community.
7. **Publicity Committee:** This committee determines and directs marketing strategies for community outreach, public communication, and increasing client and volunteer participation in DMCC services and activities. The **Publicity Coordinator** and members of the committee work with office personnel and other committees on several kinds of publicity, including the preparation of newspaper articles, emails, the Sandpiper page, monthly newsletters and weekly schedules, lost pet alerts, brochures, videos and the dmcc.cc website.

8. **Volunteer Committee:** Chaired by the **Volunteer Coordinator**, this committee assists with the recruitment, placement, training, performance, and termination of DMCC volunteers. It also assists with the development/implementation of a volunteer recognition/motivation program. The committee helps people find where they would like to help and puts on Volunteer Appreciation events, for which of course, we need volunteer help. Volunteers are needed for all of DMCC's programs. For example: (1) the Transportation Committee needs volunteer drivers as well as van hosts to help riders on the weekly grocery store trips and other van excursions; (2) the Development Committee utilizes volunteers several times a year, for "guest bartender nights" (e.g., selling raffle tickets, serving customers, collecting tips and hosting the evening), the Jerry Finnell Memorial Walk (e.g., bakers to make lemon cakes, a van driver, set up help, clean up help, food and coffee pickup, and check-in help), the annual Gala (e.g., planning and putting on a gala dinner for more than 100 people, with auctions and/or other activities); (3) the TLC-Too program needs volunteers to help set up, clean up, and serve lunch on the first and third Tuesday of each month; (4) the DMCC office needs assistance in making reminder phone calls, greeting walk-ins, addressing, closing and stamping envelopes, and other projects; (5) the Social Services and Good Times Committee needs volunteers for its events, including bakers, servers, kitchen help, setup help, and clean up help.

9. **Personnel Committee:** This committee makes recommendations to the Board regarding the hiring and firing of employees, and defining the duties of employees. It also gives an annual review, advises the Board on salaries and benefits, administers payroll, vacations, and sick time, and updates the employee handbook and other rules and policies for employees. The committee works to ensure the smooth functioning of the DMCC office.

10. **Community Building Committee:** This committee makes sure our contracts and memoranda of understanding are up to date and fulfilled by our efforts. These include our City-funded programs, such as Shared Housing, Rental Assistance, and Dial-a-Ride. In addition, the Committee coordinates with the Del Mar Foundation, which manages the Del Mar Community Building, regarding shared use of the building.