

Vacaville Police Department



VOLUNTEER OPPORTUNITIES:

- Bike path, park, and neighborhood patrols
 - Clerical and data entry
- Elder visitations - call and home visit at-risk seniors
 - Graffiti task force
 - Night streetlight patrol
 - Parking enforcement

REQUIREMENTS:

- Age 18 or above
- Have a valid California driver's license or identification card
 - Complete volunteer application
 - Pass required background check
 - Attend orientation and training
- Able to volunteer at least four hours per week - 200 hours in one year

Volunteer Application

For more information call (707) 449-5434



CITY OF VACAVILLE VOLUNTEER REGISTRATION FORM

650 Merchant Street
Vacaville, CA 95688
www.cityofvacaville.com

This form must be completed by anyone volunteering in any capacity for the City of Vacaville

VOLUNTEER ASSIGNMENT: _____		Beg. Date _____	
If volunteering as part of an organization please list the organization: _____			
NAME _____		End Date _____	
_____ Last	_____ First	_____ M.I.	_____ ZIP
ADDRESS _____		CITY _____	
HOME PHONE # _____	WORK # _____	CELL # _____	
EMAIL ADDRESS _____			
May Numbers Be Given Out?			
Home: Yes <input type="checkbox"/> No <input type="checkbox"/>	Work: Yes <input type="checkbox"/> No <input type="checkbox"/>	Cell: Yes <input type="checkbox"/> No <input type="checkbox"/>	Email: Yes <input type="checkbox"/> No <input type="checkbox"/>
<u>In Case of Emergency</u>			
Emergency Contact _____		Relationship _____	Phone # _____
Alternate Contact _____		Relationship _____	Phone # _____
Medical Insurance Carrier _____			
Hospital to use in care of emergency _____			
Do you have any health problems we should be aware of in an emergency or that would prevent you from performing the duties of the volunteer assignment? Yes <input type="checkbox"/> No <input type="checkbox"/> Please list: _____			
Have you ever been convicted of any violation of the law including (other than minor traffic violations) infractions, misdemeanors or felonies in either military or civilian judicial systems? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give date, place, violation and penalty for each conviction. _____			
Have you lived outside of the state of California? If so please list when and where _____			
In understand that volunteer positions require checking references, various types of background checking. I hereby authorize any and all such background checks. As a volunteer for the City of Vacaville, I understand that I will not receive any monetary compensation for the time I contribute. I acknowledge that volunteer service is an "at-will" relationship to the City and that I can be released at any time. I certify that all statements made on this registration form or on supplementary materials are true and correct and I authorize the City of Vacaville to investigate the accuracy of this information from any person or organization.			
Signature _____		Date _____	
Volunteers should be at least 16 years old (Police Department – 18 years old). Exceptions to the age limit can be granted with written approval of both the volunteer's parent/guardian and the Supervisor. If volunteer is under the age of 18, I give permission for my child to volunteer for the City of Vacaville.			
Parent/Guardian Signature _____		Date _____	
<u>OFFICE USE ONLY</u>			
Coordinator Signature _____	Date _____	Supervisor Signature _____	Date _____

CITY OF VACAVILLE VOLUNTEER REGISTRATION FORM

Please complete this page if your volunteer assignment and/or placement has not yet been determined:

DEPARTMENT OF INTEREST

- Community Services
- Police Department
- Fire Department
- Housing & Redevelopment
- Other (please specify) _____

AREAS OF INTEREST

- | | | |
|---|---|------------------------------------|
| <input type="checkbox"/> Youth Sports | <input type="checkbox"/> Teen Center | Internship _____ |
| <input type="checkbox"/> Senior Center | <input type="checkbox"/> Theatre Usher | Start Date _____ End Date _____ |
| <input type="checkbox"/> General Clerical/data entry | <input type="checkbox"/> Crime Prevention | Undergraduate _____ Graduate _____ |
| <input type="checkbox"/> Parking Patrol | <input type="checkbox"/> Senior Visitations | |
| <input type="checkbox"/> Park Watch Patrol | | |
| <input type="checkbox"/> Other (please specify) _____ | | |

TIME PERFORMANCE

- | | | |
|---|---|---|
| <input type="checkbox"/> One time project | <input type="checkbox"/> Regular Hours | |
| <input type="checkbox"/> Five hours a month | <input type="checkbox"/> 10 hours a month | <input type="checkbox"/> 20 hours a month |

EDUCATION

High School _____	Employer _____	From _____ to _____
College _____	Duties _____	
	Employer _____	From _____ to _____
	Duties _____	

PAST VOLUNTEER EXPERIENCE

WHAT DO YOU HOPE TO GAIN FROM THE VOLUNTEER EXPERIENCE

REFERENCES

Please list three persons acquainted with your capabilities – **NOT RELATIVES**

Name	Address	Daytime Phone	Evening Phone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Office Use Only:

Contingencies prior to placement: Reference Checks Drug Screen Fingerprints DMV History
 (initial those completed) Credit Checks None

CITY OF VACAVILLE
Volunteer Application Supplemental Questionnaire

1. California Public Resource Code (PRC) Section 5164 prohibits the City of Vacaville from hiring any person, whether an employee or volunteer, to perform services at any park, playground or recreational center or in a position having supervisory or disciplinary authority over any minor, if the person has been convicted of certain crimes under the California Penal Code as specified in Health and Welfare Code (H&WC) Section 15660(a).

As candidate for employment or volunteer service covered by PRC Section 5164, have you ever been convicted of any crime?

- Yes
 No

2. If your answer to the previous question was yes, provide the date, jurisdiction, code sections, and descriptions of all criminal convictions.

3. The statutes specified in H&WC Section 15660(a) are "violation or attempted violation of Section 243.4 of the Penal Code (sexual battery), a sex offense against a minor, or of any felony which requires registration pursuant to Section 290 of the penal code" and those where a "person has been convicted or incarcerated within the last 10 years as the result of committing a violation or attempted violation of Section 273a, 273d, or subdivision (a) or (b) of Section 368, of the Penal Code (involving certain harms to minors or elders), or as the result of committing a theft, robbery, burglary, or any felony."

Have you ever been convicted of a violation or attempted violation of any of these statutes identified in this paragraph, or similar statutes outside the state of California?

- Yes
 No

4. If your answer was yes to question 3, provide the date, jurisdiction, code sections, and descriptions of all criminal convictions.

5. Do you have a restraining order in effect in which you are the person restrained or the person seeking the restraining order?

- Yes
 No

6. Has your driver's license been suspended or revoked within the past five (5) years?

- Yes
 No

7. Currently, are there any criminal charges pending against you?

- Yes
- No

8. **Do you certify that all information you provided is true, correct, and complete to the best of your knowledge?**

Any misstatement or omission of material fact will be cause for disqualification from the application process or for immediate discharge from employment or volunteer service, regardless of the lapse of time before discovery.

- Yes
- No

NAME: _____

VOLUNTEER APPLICANT SUPPLEMENTAL
for
Volunteers in Police Service

Question 1: How many hours per week are you hoping to volunteer?

I would like to volunteer an average of _____ hours per week.

Question 2: Which days and times are you available to volunteer? Please check all that apply.

	MON	TUE	WED	THU	FRI	SAT	SUN
Available days							
Available late afternoons							
Available nights							
List specific time slots that you are available.							

Question 3: The Department provides volunteers a uniform shirt. You would be required to purchase the rest of your uniform (pants, belt, shoes, etc.) The total cost of these items is around \$115. Are you able to commit to that?

_____ yes

_____ no