

# Volunteer Opportunities with Troy Senior Citizens

The Troy Senior Citizen Program offers programs and services for senior citizens. Over 150 volunteers make an enormous contribution by providing assistance and leadership for these activities. If you would like to share your time and talents with us, **please complete this application and we will contact you with more information!**

## **Computer Lab Instructors and Coaches**

Help seniors learn the basics of computer use as an instructor, as a coach who assists the instructor or as a drop-in lab mentor. Must be computer literate, but training is provided.

## **Program Leaders**

Many of our programs are lead by senior volunteers – card groups, craft clubs, musical groups, sports leagues – and more. Join a group and see where you can help, or let us help you start a new group!

## **Tax Counselors**

Help low-income seniors with their tax forms one day a week February – April at the Troy Community Center. Training is provided by AARP in January.

## **Special Event Assistance**

An extra hand is always appreciated at special events such as food distribution; flu shot clinic, the Senior Expo and more.

## **Friends of Troy Seniors**

This 501.c3 organization provides support and advocacy for senior programs and services. Call 248-526-2608 for more information.

## **Homebound Meal Delivery**

Monday-Friday at 11 am. Donate one hour a week or one hour a month. Call 248-689-6663 for more information.

## **Newsletter Mailings**

Help label and bundle the senior newsletter for mailing one morning every other month.

## **SHARP Home Repair Program**

Provide home repairs for low-income Troy seniors and persons with disabilities. Volunteers perform chores such as plumbing, electrical work, clean up and removal of debris, changing batteries in smoke detectors, simple carpentry tasks and other similar tasks that help keep homes safe and livable. There are flexible opportunities scheduled according to your availability. SHARP also needs volunteers to help with fund raising, record keeping, volunteer recruitment, marketing and resource procurement. Co-sponsored by the North Woodward Community Foundation.

## **Creative Endeavors Senior Store**

Volunteers operate this store, which provides a venue for seniors to sell their handmade crafts. Sales staff usually works one day per week and management/marketing help is also needed.

## **Bingo Workers**

Call bingo, call back winning numbers and/or distribute prizes at the Friday afternoon bingo game at the Community Center. (Workers are not allowed to play.)

## **Troy School District**

The Troy School District utilizes volunteers to read to children and to tutor children. Please call the school district Community Relations Department at 248-823-4000 for more information. (Do not use this application.)

## **Transportation**

Troy People Concerned operates a program that provides transportation to essential appointments for seniors who are unable to use public transportation. Please call Troy People Concerned at 248-528-9199 for more information. (Do not use this application.)

**Please join our family of volunteers!**

# CITY OF TROY SENIOR PROGRAM

## Volunteer Application and Agreement

Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle Initial \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Email address (please print clearly): \_\_\_\_\_

Driver's License Number \_\_\_\_\_ Are you 18 or older?  Yes  No

I am available:  Days  Evenings  Weekends

My volunteer work is a requirement for (school, scouts, etc.) \_\_\_\_\_ Number of hours I need to volunteer \_\_\_\_\_

Check any activities for which you are interested in volunteering:

- |   |   |
|---|---|
| <input type="checkbox"/> Computer Lab             | <input type="checkbox"/> Newsletter Mailings  |
| <input type="checkbox"/> Tax Counselor            | <input type="checkbox"/> Program Leader Name of Program: _____                                      |
| <input type="checkbox"/> Special Event Assistance | <input type="checkbox"/> Friends of Troy Seniors  |
| <input type="checkbox"/> Bingo                    | <input type="checkbox"/> Homebound Meal Delivery  |
| <input type="checkbox"/> SHARP Home Repair*       | <input type="checkbox"/> Creative Endeavors Store* <b>*Must also complete page 2 of application</b> |
| <input type="checkbox"/> Other: _____             |   |

What personal experience qualifies you for the position for which you are volunteering? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Are you a past volunteer?  Yes  No If yes, what program? \_\_\_\_\_

I agree to abide by all the rules and regulations set forth by the Recreation Department as they relate to the position I am volunteering for and agree to return all equipment at the conclusion of the program. I herewith release and hold harmless the City of Troy from any and all claims by myself or my family or assignees which may arise from performance of the duties for which I am volunteering and while traveling from said duties. I understand that the City of Troy will indemnify me from any and all claims arising from the performance of the duties for which I am volunteering as long as I am following the rules, regulations and policies of the department and the City. I authorize the City of Troy to investigate my background as is determined necessary for the particular activity for which I am volunteering.

Signature (Parent or guardian if under 18) \_\_\_\_\_ Date \_\_\_\_\_

**Please return to: Troy Recreation, 3179 Livernois, Troy, MI 48083 248.524.3484**

The City of Troy fully supports and complies with the laws which are enacted to protect and safeguard the rights and opportunities of all people, without being subjected or exposed to harassment or discrimination of any kind, including age, national origin, sex, race, religious affiliation, color, height, weight, or marital status.

**Background Check Authorization**  
**Required for SHARP and Creative Endeavors Only**

Name: Last \_\_\_\_\_ First (full) \_\_\_\_\_ MI: \_\_\_\_\_

Maiden Name: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender  Female  Male

National Origin:  American Indian/Alaskan Native  Asian/Pacific Islander  
 Black  White

I authorize the City of Troy to investigate my background as is determined necessary for the particular activity for which I am applying.

\_\_\_\_\_  
Signature (Parent or guardian if under 18) Date

These items are required to enable the City of Troy to conduct accurate background checks and will be used only for that purpose. The City of Troy fully supports and complies with the laws which are enacted to protect and safeguard the rights and opportunities of all people, without being subjected or exposed to harassment or discrimination of any kind, including age, national origin, sex, race, religious affiliation, color, height, weight, or marital status.

**For SHARP applicants only – Complete this section only if applying for SHARP**

Please check your areas of interest and indicate your skill level if you are volunteering to perform repairs.

- Fund Raising and/or marketing
- Intake coordination, bookkeeping, etc.
- Volunteer recruitment/recognition
- Perform Repairs – Circle skill level: 1 if you know very little to 5 if you are a contractor
  - Plumbing                      1 2 3 4 5
  - Electrical                        1 2 3 4 5
  - Carpentry                        1 2 3 4 5
  - General handy man            1 2 3 4 5
  - Painting                         1 2 3 4 5
  - Yard Work                      Other: \_\_\_\_\_

List any other personal experience that qualifies you for this position: \_\_\_\_\_

**For Creative Endeavors applicants only – Complete this section only if applying for Creative Endeavors**

I am available the following days/times

- Monday, 10 am – 2 pm       Wednesday, 5-9 pm       Friday, 10 am – 2 pm
- Tuesday, 10 am – 2 pm       Thursday, 10 am – 2 pm       Saturday, 10 am – 2 pm
- Wednesday, 10 am – 2 pm       Thursday, 5-9 pm
- I might also be available to sub during the times checked above.
- I am interested in a management position.

Please list any other restrictions on your availability, i.e. I go to Florida for the month of January, I cannot work on the third Tuesday, etc.: \_\_\_\_\_