



HENDERSON POLICE DEPARTMENT POLICE VOLUNTEER APPLICATION

HPD 0068

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Name: last, first, middle _____ DOB: _____

SSN: _____ Race: _____ Sex: _____ Height: _____ Weight: _____

Hair _____ Eyes: _____ Email: _____

Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Driver's License #: _____ State: _____ Expires: _____

Previous Driver's Lic #: _____ State: _____ Expired: _____

CCW Permit Number: _____ Expires: _____

Emergency Contact: _____ Phone #: _____

Previous Law Enforcement: Yes No

If yes, list agency and years of service: _____

Previous Volunteer Work? Yes No

If yes, list where and years of service: _____

Have you ever been arrested or convicted of a crime (excluding traffic tickets)? Yes No

If yes, please explain circumstances: _____

Number of hours each week you can volunteer: _____

List the days of the week you are able to volunteer: _____

Marriage Status: Married Single Cohabiting

Spouse's Name: _____ DOB: _____ SSN: _____

Applicant Signature _____

Date _____

FOR HPD OFFICIAL USE ONLY

Received by: _____ Date: _____

Volunteer For: Police Animal Control

Criminal Records Search: _____ Date: _____

Approved By: _____ Date: _____

Education and Skills			
Name of Current Employer or School (include city and state)			Highest Grade Completed
Degree(s) Held	Special Training/License(s)	Computer and Other Skills	Languages

Agreement, Consents and Releases, and Conditions

1. As a volunteer for the City of Henderson I agree to:

- Observe the policies and procedures of the City and Departments
- Participate in initial training as well as any additional training
- Notify immediate supervisor when sick and/or unable to volunteer
- Perform duties as outlined by the volunteer coordinator
- Dress in business attire suitable to the assigned tasks
- Provide adequate notice before terminating my volunteer commitment

I hereby certify that all statements made in this application are true. I acknowledge that any false statement or misrepresentation on this application will be cause for refusal of placement or immediate dismissal at any time during the period of my placement. I understand that I am working at all times on a voluntary basis without compensation and not as a paid employee, and that this agreement can be cancelled at any time by either myself or the City of Henderson.

▶ Please initial to indicate you have read the above _____

2. Informed Consent and Release:

I, _____, offer to volunteer my services to the City of Henderson. I realize that I will not be compensated in any way. I understand that the Department and/or I can cancel this agreement at any time. I release the City of Henderson, its employees, agents, leaders, instructors, contractors, and volunteers from any liability for loss or injury to my person or property which might occur due to negligence or other acts or omissions. This release applies to any losses or injuries which may occur as a result of, or during my participation in, volunteer service. I realize that this release is a binding contract. I have read and understand this release. I knowingly and voluntarily sign below. The City may use my photograph for any official Department publications and/or productions.

▶ Volunteer's Signature _____ Date _____

▶ Signature of Parent/Guardian, if volunteer is a minor _____ Date _____

3. Conditions

I fully understand, acknowledge and agree to the following conditions: The City of Henderson reserves the right to make the final decision on placement of volunteers. Standard background checks, in accordance with City policy, will be conducted on applicants. All statements made in this application are true and authorization is given to investigate all matters contained in this application. I authorize the City of Henderson to receive any criminal history information that may be contained in the files of any national, state, or local criminal justice agency. Any false statements or misrepresentations on this application will be cause for refusal of placement or immediate dismissal at any time during the period of my placement. I understand that the volunteer program does not qualify me for paid employment with the City of Henderson.

▶ Volunteer's Signature _____ Date _____

Thank You for your interest in The Volunteer Connection.



HENDERSON POLICE DEPARTMENT
Criminal Background Authorization -
Volunteers

HPD 0087A

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To Whom It May Concern:

I authorize you to furnish the Henderson Police Department with any and all information that you have concerning me, my work record, and my reputation. In addition, you may query and release arrest, detention, warrant, citation, field interview, officer's records, jail/custody booking records, traffic accident information, police reports and any other criminal justice records or information.

I waive my rights under Title 5, United States Code, Section 552A, Privacy Act of 1974, with the understanding that only the City of Henderson will use the information furnished.

This waiver applies to all information covered by Title 5 as well as any relevant information not covered by that statute.

I hereby release you, your organization and others from any liability or damage which may result from furnishing the information requested, including any liability pursuant to any state or local code or ordinance or any similar laws.

I understand that I may be requested to provide arrest information and obtain documentation from other law enforcement agencies.

I further understand that failure to disclose arrests and convictions with any other agency can result in disqualification of eligibility to volunteer, contract with or work for the City of Henderson.

Print Full Name

Signature

Date

Volunteer Applicant Information			
Date of Birth	SSN	Address:	
Cell Phone	Home Phone	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Copy of Driver's License/ID must be attached to form to process background: <input type="checkbox"/>			
City Employee, POC, for this Volunteer			
Name	Dept	Phone #	Mail Stop Code
For Henderson PD Use ONLY			
Has Active Warrant <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No HPD Arrests <input type="checkbox"/> Yes, HPD Arrests			
1. Arrest Date:	Charge(s):		
2. Arrest Date:	Charge(s):		
3. Arrest Date:	Charge(s):		
4. Arrest Date:	Charge(s):		

PD Employee Signature

Date

Henderson Animal Care and Control Facility
Volunteer Interview questionnaire:

Name:

Email:

A couple of questions for you before we proceed with the interview:

1) Why are you interested in becoming a volunteer for the animal shelter?

2) Briefly describe any previous experience working with animals.

3) What area of the shelter would interest you the most (even if you are currently interviewing for a different area)?

4) Ideally, we need volunteers to commit to at least one day a week (totaling 8 hours per month) to maintain volunteer status. Are you able to commit to this?