

# VOLUNTEER ENLISTMENT CHECKLIST

Name: \_\_\_\_\_ Orientation date: \_\_\_\_\_

Email to staff: \_\_\_\_\_ Background check: \_\_\_\_\_

Interview date: \_\_\_\_\_ By: \_\_\_\_\_

Reference #1: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reference #2: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reference #3: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Placement hour & age: \_\_\_\_\_ Position: \_\_\_\_\_ Start date: \_\_\_\_\_

Ozone 1 & 2 complete

Attended at least 6 months

Commitment Signed

Input in database

Picture taken

I.D. nametag made

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

End date: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_