



# 2017 Operation Red Nose Kingston Volunteer Application Form

I am a NEW volunteer

Volunteer Number
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VOLUNTEER IDENTIFICATION	Last Name		First name		Middle name		Gender F <input type="checkbox"/> M <input type="checkbox"/>	
	Address				Apt	City		Postal Code
	Cell phone		Home phone		Work phone		Date of birth (YYYY/MM/DD)	
	Email				Company you represent			
	Driver's Licence Number				Expiry Date (YYYY/MM/DD)		Do you drive standard transmission? Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Name or your Insurance Company			Insurance Policy Number			Expiry Date (YYYY/MM/DD)	

**Volunteer Duties You Are Interested In** Please check the box of the duties that interest you.

<b>Escort Driver</b> <input type="checkbox"/> Person who escorts the driver and the navigator in his or her own vehicle.	<b>Driver</b> <input type="checkbox"/> Person who drives the client's vehicle.	<b>Navigator</b> <input type="checkbox"/> Person who rides with the driver in the client's vehicle.
<b>Must be 19 years of age or older. Must have a valid G class driver's licence and a vehicle.</b> Operation Red Nose only insures escort drivers whose vehicles are insured against damage. You must carry proof of insurance and your driver's licence with you on the night of your shift with Operation Red Nose.	<b>Must be 21 years of age or older. Must have a valid G class driver's licence.</b> You must carry proof of insurance and your driver's licence with you on the night of your shift with Operation Red Nose.	<b>Must be 19 years of age or older. Driver's licence not required.</b>

**Office Duties**  **Telephone Operator**  **Runner**  **Dispatcher**  **Kitchen Help**

CALENDAR	<p style="font-size: small;">Please indicate your availability. Circle your preferred dates.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th colspan="2">November 2017</th> </tr> <tr> <td style="padding: 2px;">Fri</td> <td style="padding: 2px;">Sat</td> </tr> <tr> <td style="padding: 2px;">24</td> <td style="padding: 2px;">25</td> </tr> </table> <p style="font-size: small;">Shift starts at 8:30</p> <p style="font-size: x-small;">* A minimum of 48 hour delay is needed to process this application after it is received.</p>	November 2017		Fri	Sat	24	25	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th colspan="2">December 2017</th> </tr> <tr> <td style="padding: 2px;">Fri</td> <td style="padding: 2px;">Sat</td> </tr> <tr> <td style="padding: 2px;">1</td> <td style="padding: 2px;">2</td> </tr> <tr> <td style="padding: 2px;">8</td> <td style="padding: 2px;">9</td> </tr> <tr> <td style="padding: 2px;">15</td> <td style="padding: 2px;">16</td> </tr> <tr> <td></td> <td style="padding: 2px;">30</td> </tr> <tr> <td colspan="2" style="padding: 2px;">December 31<sup>st</sup></td> </tr> </table>	December 2017		Fri	Sat	1	2	8	9	15	16		30	December 31 <sup>st</sup>		<h3 style="text-align: center; margin: 0;">VOLUNTEER COMMITMENT</h3> <p style="text-align: center; margin: 0;">Thank you</p> <p style="font-size: small;">I agree to take all necessary precautions to ensure the safety of my team and of Operation Red Nose clients with, among others, The Motor Vehicle Act (speed limits, use of seatbelts, signage, parking etc.). I understand that Operation Red Nose is not responsible for any tickets received during the course of my volunteer duties. I will return all amounts given to me (donations, tips, gifts, etc). On the night of my shift, I will bring with me a photo ID, my valid G class driver's licence (escort diver &amp; driver) and a proof of insurance (escort driver).</p>
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### VOLUNTEER CODE OF ETHICS

*I will comply with the Operation Red Nose code of ethics noted below:*

**Sobriety:** I must not consume any alcohol on the day I volunteer with Operation Red Nose.

**Courtesy:** I will show patience and courtesy toward clients at all times.

**Confidentiality:** All information about Operation Red Nose clients and volunteers that is disclosed to me will remain confidential and will not be used for any purpose other than to fulfill the mandate conferred upon me.

**Free service:** Operation Red Nose is a free service. I will never solicit donations, but if clients wish to make a donation, I will accept it and thank them graciously.

**Fatigue:** Operation Red Nose volunteers must often deal with fatigue and its effects at night must not be underestimated. Therefore, I will not overestimate my capabilities and, if necessary, I will take a nap before reporting for duty as an Operation Red Nose volunteer.

**Mutual Respect:** All Operation Red Nose volunteers, whether they work at the headquarters or on the road, deserve my full respect and consideration. If I do not honour my commitment, Operation Red Nose reserves the right to terminate my participation as a volunteer for the current and future campaigns. The decision of Operation Red Nose is final.

### DECLARATION

I hereby volunteer my services for this year's campaign. I authorize any police service with jurisdiction over any or all parts of the province in which I reside to conduct a background check for any arrest, charge or conviction for a criminal offence for which I have not received rehabilitation or a pardon, and for any penal offence. I also authorize all police services to verify the validity of my driver's license. I authorize all police services to conduct the said background check to ensure that I meet the Operation Red Nose selection criteria, as set out below. I also authorize all police services with jurisdiction over any or all parts of the province in which I reside to forward the results of the background check to the Operation Red Nose coordinator. In accordance with the relevant legislation, I agree to protect the confidentiality of all information and data disclosed to be about Operation Red Nose clients and volunteers.

### CRIMINAL RECORD CHECK Criminal or penal offences which are incompatible with the selection criteria

Incompatible offences if committed less than 5 years ago	<i>Violence:</i> Acts of violence, marital violence, threats, intimidation or harassment, misdemeanor <i>Theft, Fraud:</i> Simple robbery, fraud, false identification	<i>Driving:</i> Hit and run (material damage only) <i>Drugs:</i> Possession <i>Others:</i> Other criminal accusations
Incompatible offense at all times	<i>Sex:</i> Sexual aggression, indecent action, prostitution, rape <i>Violence:</i> Homicide, kidnapping, sequestration <i>Theft, Fraud:</i> Break enter & theft, armed robbery, vehicle theft, corruption	<i>Driving:</i> Hit and run (causing injury or death) <i>Drugs:</i> Drug dealing, importation, cultivation <i>Others:</i> Mandate against the person
Offense providing a limited acceptance	<i>Theft, Fraud:</i> Shoplifting (accepted as escort driver only)	<i>Driving:</i> Impaired driving (navigator only) Unpaid tickets (must pay before volunteering)

Please check:

- I certify that the information provided is accurate and complete.
- I agree to comply with the volunteer commitment and code of ethics set out on this form, which I have read.
- I understand that if I do not honour my commitment, Operation Red Nose reserves the right to terminate my participation as a volunteer.
- I consent to the use of my name, image and likeness in the form of photographs for promotional purposes by Operation Red Nose, its partners, affiliates, agents, employees, representatives, licensees and assigns, without notification or compensation.

**Date:** \_\_\_\_\_ **Signature (Mandatory):** \_\_\_\_\_

Volunteer registration forms must be approved by Operation Red Nose, and may be revoked at anytime.

Please return this form to: **Operation Red Nose Kingston**  
711 Dalton Avenue suite 187  
Kingston, On K7M 8N6

Fax: 613.544.0431  
Email: [hq.ornkingston@gmail.com](mailto:hq.ornkingston@gmail.com)

You will not receive any confirmation. Just show up on the night you want to volunteer at the address above. Info : 613.544.7447