Volunteer Application

Eastern Illinois University
Eastern Illinois University
Campus Community Emergency Response Team
“Volunteer Application”
Please Print Clearly

All Information will be treated confidentially. Please answer the questions as completely as possible. Attach additional sheets if necessary.

Contact Information:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Association with the University</th>
<th>Student</th>
<th>Faculty/Staff</th>
<th>Retired</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building &amp; Room Number or Address</td>
<td>Department</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Home Phone</td>
<td>Supervisor/Dept. Head</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Work Phone</td>
<td>Cell Phone</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-mail Address</td>
<td>Pager</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Emergency Response Skills or Qualifications
Summarize emergency response skills and qualifications you have acquired from employment, previous volunteer work, education and/or training or through other activities, including hobbies or sports. (i.e. Fire extinguisher training, Emergency preparedness class or participation, etc.) Please use an additional page if needed, we are not looking for a detailed resume.

Previous C-CERT Experience
Summarize your previous C-CERT experience.

Please Circle:
Do you have a current CPR certification? Yes No
If Yes, Expiration date: ________________
If no, have you ever taken a CPR course? Yes No

Do you speak a language other than English? Yes No ________________

Do you have a current First Aid certification? Yes No
If Yes, Expiration date: ________________
If no, have you ever taken a First Aid Course? Yes No

Are you a licensed Amateur Radio Operator? Yes No
Why do you want to become a C-CERT volunteer?

Background Information

Have you ever had a conviction?  No  If yes, please explain

Are you a student in good academic standing with the University?  Yes  No  NA

Are you a student in good standing with the Office of Student Standards?  Yes  No  NA

Please list two references & Contact information

1.

2.

Person to Notify in Case of Emergency

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address</td>
<td></td>
</tr>
<tr>
<td>City/ST/Zip Code</td>
<td></td>
</tr>
<tr>
<td>Home Phone</td>
<td></td>
</tr>
<tr>
<td>Work Phone</td>
<td></td>
</tr>
<tr>
<td>Cell Phone Number</td>
<td></td>
</tr>
</tbody>
</table>

Photography Consent Form (Voluntary)

I hereby grant full permission to Coles County Citizen Corps Council and Eastern Illinois University and its agents or subcontractors to use either my photograph and/or name in any publication or advertising materials (printed or electronic). This consent also serves to waive all rights of privacy or compensation which I may have in connection with the use of my photograph and/or name. Initial ________

Background Check Form

I hereby grant full permission to Coles County Citizen Corps Council and Eastern Illinois University to perform a background check for establishing my volunteer status. Initial ________

Name (Printed)

Signature

Date
1. Use of alcoholic beverages is prohibited by any member or person involved in C-CERT activities. This includes all meetings, training classes, or special events.

2. Use of Drugs, other than prescription, is prohibited by any member or person involved in C-CERT activities. This includes all meetings, training classes, or special events.

3. Equipment and emergency gear issued to volunteers after completing the required training must be signed for and returned when and if the volunteer wishes to become inactive or leaves the University.

4. A C-CERT member or leader must notify the Office of Student Community Service of relocation within the University, departure from the University and/or desire to discontinue as a C-CERT participant.

5. If you are a C-CERT member you must notify your alternate of the need to fill in for you for any planned absences from work.

6. All members are required to attend C-CERT training, quarterly C-CERT meetings. Failure to do so will result in that member being placed on the inactive list until they are able to attend routine trainings and meetings. If a C-CERT member is inactive longer than 3 months they will be requested to turn in their equipment and emergency gear to the Student Community Service Office.

7. C-CERT gear (Vest & Hat) must be worn **ONLY** when participating in C-CERT activities.

8. Any information, request, or direction given to C-CERT Volunteers by Professional First Responders or those attempting to serve must be acted upon completely. Any information related to the safety of C-CERT members or those we are attempting to serve must be passed on to those Professional First Responders who can fill a need. Authority to act on the University’s behalf will begin at the Check-in station or upon request of the Professional First Responders.

9. An open door policy is always in effect. If a C-CERT Volunteer has a problem, misunderstanding, or feels that they are being treated unfairly, they are urged to talk with a C-CERT leader or the Student Community Service Office. C-CERT Volunteers must make a concerted effort to work together to ensure C-CERT activities are completed in the most effective manner possible.

10. If I am currently an EIU employee I know that any C-CERT Volunteer work performed outside of my regular job classification is separate from my paid work responsibility. My department supervisor has agreed to allow my time to be directed to emergency response when activated. **Employer Signature:** ______________________________

I ________________________ do hereby certify that I have read, understand, and agree to abide by all of the above rules and regulations. I understand that failure on my part to comply with any of the rules and regulations could result in the removal of my name from the active roster. I further understand that if I am removed from the active roster, voluntary or involuntary, it is my responsibility to return all equipment and materials that I have received from the Eastern Illinois University C-CERT program. If I fail or refuse to return any of the equipment or materials, then I agree to reimburse the University the initial cost of the item(s) not returned.

---

<table>
<thead>
<tr>
<th>Applicant Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

---

**FOR OFFICE USE ONLY**

<table>
<thead>
<tr>
<th>C-CERT Coordinator</th>
<th>Date</th>
</tr>
</thead>
</table>

[ ] Selected
[ ] Not Selected