

**Application for Volunteer**

Please complete both sides of this form and return by February 15, 2008  
12707 North Freeway # 580, Houston, TX 77060, ATTN: Lucia Morales  
Fax: 281-875-4716 or Lucia@gulfcoastsynod.org

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Phone:** H \_\_\_\_\_ W \_\_\_\_\_ C \_\_\_\_\_

**Address:** \_\_\_\_\_

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**Volunteer or Work History:** Please list your 3 most recent places of work, job title, brief description as well as the name and phone number of a supervisor or reference.

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**Education Background:** Please list any degrees, training or course work, or attach your resume.

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**Personal References:** Please list a personal reference (not related to you) and their phone #'s

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**Please check all attributes that apply to you and circle your top three attributes:**

- Professional demeanor
- Confidentiality
- Tact
- Attention to detail
- Self Starter
- Ability to manage time well
- Active member of a faith community
- Practices grace under pressure
- “Can do” attitude
- Sense of humor
- Big picture thinking
- Flexible
- Deadline driven
- Hospitality
- Prefer to work alone
- Enjoys a fast pace
- Prefers a predictable pace
- Willing to work on a weekend occasionally for Synodical events
- Other \_\_\_\_\_

**Please check all that apply and circle your top three skills:**

- Telephone skills
- Bilingual \_\_\_\_\_(language)
- Team building
- Computer experience
- Tech support
- Communications
- Using technology (email, text messages, web, etc.)
- Office equipment support
- Microsoft Office applications
  - Word
  - Excel
  - Publisher
  - PowerPoint
  - Access
- Organizational skills
- Accuracy
- Editor
- Writing
- Other \_\_\_\_\_