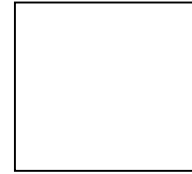


*Four Winds Community Voluntary Service Program
Volunteer Coworker Application Form*

PLEASE COMPLETE THIS FORM IN YOUR OWN HANDWRITING



Date of Application: _____ / _____ / _____
(month) (day) (year)

Attach Recent Photograph

PERSONAL INFORMATION

Name: _____ Date of Birth: _____ / _____ / _____
(last) (first) (middle) (month) (day) (year)

Place of Birth: _____

Home Address: _____

Nationality: _____ E-Mail: _____

Telephone: _____ Fax: _____

Desired Term of Service: _____ / _____ / _____ to _____ / _____ / _____

The term year for volunteer coworkers runs for 12 months starting from the third week in August.

EDUCATION

Name of School

Dates

High School: _____ FROM: ____/____/____ To: ____/____/____

College: _____ FROM: ____/____/____ To: ____/____/____

Degree(s): _____ DATE(S) AWARDED: _____

Other Training(s): _____ FROM: ____/____/____ To: ____/____/____

EMPLOYMENT HISTORY *List most current position first. Describe duties and responsibilities. Include dates.*

REFERENCES *Four Winds Community requires 3 references. The references should be adults such as present or former teachers, coaches, or employers (not friends or family members) who speak German or English. Below, please list name, address, telephone number, and how the person knows you.*

1. _____

2. _____

3. _____

FOREIGN APPLICANTS ONLY

Passport Number: _____ Expiration Date: _____

Country of Issuance: _____

If English is a foreign language, rate your ability to speak, read, write, and understand it. Check one:

- Excellent Very Good Good Fair Poor

GENERAL INFORMATION QUESTIONS

1. How did you learn about Four Winds Community? _____

2. Have you applied to other places? If so, when and where? _____

3. Have you ever worked at an Anthroposophical organization? If so, when and where? Whom can we call for a reference? _____

4. Please describe any organizations, projects, internships, or service programs in which you are active.

5. Please describe yourself, including both positive and negative aspects, strengths and weaknesses, etc.

6. Why are you interested in working with people who have developmental disabilities/handicaps?

7. What talents or interests can you offer to Four Winds Community (music, drama, land/craftwork, etc.)?

8. Please list 3 personal objectives you want to work on while being a volunteer coworker at Four Winds Community. _____

9. What are your plans for future studies or career? How do you see volunteer service at Four Winds Community furthering these goals?

10. Do you have any financial obligations (loans, other debts, dependents, etc.)? If so, in what amount?

11. Have you ever had a felony (serious crime) conviction? Have you ever pleaded guilty to, or been found guilty of, abuse, neglect, or exploitation of any person? Has a complaint against you of abuse, neglect, or exploitation been investigated and substantiated by a state department of health and human services? Have you ever been arrested or convicted of *any* criminal act? If the answer to any of these questions is yes, explain.

PRIOR TO STARTING THEIR VOLUNTEER SERVICE, ALL VOLUNTEERS MUST PROVIDE A STATEMENT, LETTER, OR REPORT FROM THEIR COUNTRY'S LOCAL LAW ENFORCEMENT AUTHORITY PROVING THAT THEY DO NOT HAVE A FELONY (SERIOUS) CONVICTION FOR ABUSE, NEGLECT, OR EXPLOITATION OF ANY PERSON.

12. Are you presently in a long-term personal relationship? If so, will this relationship affect your ability to perform your tasks responsibly, work, care for the residents, and adapt to life at Four Winds Community?

13. Please list name(s), address(es), telephone number(s), and relationship(s) for the person or persons to contact in case of emergency.

14. Do you have relatives and/or friends in the USA? Please list their names, addresses, and telephone numbers.

HEALTH INFORMATION *The life of a volunteer coworker is demanding and strenuous and includes many outdoor activities; a volunteer coworker needs to be physically and emotionally healthy. Flexibility, openness, and a serious willingness to work with the residents, the other volunteer coworkers, and all Four Winds Community staff are also necessary. It's important that your physical, mental, and emotional health allow you to participate fully in daily life here.*

1. Do you have any health, medical, or psychological problems or conditions—past or present? If so, please explain. _____

2. Do you have any current dental problems? If so, please explain. _____

3. Do you take any medication(s)? If so, which one(s) and for what reason(s)? _____

4. Do have any allergies? If so, please explain. _____

5. Have you ever had an experience with drugs, or with alcohol, that played a significant part in your life? If so, please explain. _____

6. Are there any areas where you might need special support, or in which you are not willing or able to work? _____

7. Please describe briefly your ability to work under potentially demanding conditions.

Prior to starting volunteer service, every volunteer must have a physical examination by a licensed doctor. This examination must certify that the volunteer is in good physical and emotional condition; free from communicable and/or infectious diseases; has had a negative tuberculosis (TB) test, Mantoux method (PPD), within the last 12 months; and does not have any condition that would contraindicate living with and caring for adults with special needs. In addition, every volunteer must have an examination by a licensed dentist prior to starting volunteer service. This examination must certify that all necessary and required dental work has been completed. Four Winds Community also requires volunteers to carry adequate health and accident insurance for the first 12 months of their volunteer service.

Four weeks before starting volunteer service, all applicants must send their medical and dental certificates (including the result of the TB test, Mantoux method), as well as proof of their health and accident insurance, to Four Winds Community.

Ultimately, it will be the decision of Four Winds Community administrators and/or authorized staff to determine the physical and mental fitness of a volunteer coworker if there are any questions about that fitness. Four Winds Community reserves the right to make and enforce such a decision as necessary.

