



Volunteer Enrollment Process

Phase I - Assessment

- Review our website and facebook page: <https://www.facebook.com/AASGivesback/>
- Review volunteer process at <http://aasuccess.org/volunteer/#volunteer>
- Complete the online application form <http://aasuccess.org/volunteer/application/>
- An AASuccess staff will get back to you regarding initial tour and informational meeting

Phase II - Review

- Final file review
- Approval letter sent

Phase III- Enrollment

In order for an accepted volunteer to be involved formally, the following must be completed:

- Complete applicable forms
- Complete the initial tour and informational meeting
- Receive a letter of approval from AASuccess



Volunteer Enrollment Application Package

BASIC INFORMATION (* means required field)

- Full Name*:
- Address*:
- Email*:
- Phone Number*:
- Occupation:
- Please attached your resume along with your registration form

APPLICATION QUESTIONS

- How did you hear about us?* _____
- Do you have a car that you can drive to our office?* (Yes / No)
- Please choose an area in which you would like to volunteer or participate as a staff: (check all that apply)*
 - Computer/Technology Skills (please specify):
 - Event planning
 - Cooking
 - Perform Customer Service in Vietnamese
 - Perform Customer Service in English
 - Make presentation about interests/occupation/cultural heritage
 - Photography
 - Videography
 - Perform Social Services as an expert (training provided)
 - Perform Business Marketing Services as an expert (training provided)
 - Marketing Technical Work (graphic design, copywriting, etc.)
 - Handyperson (repairing, fixing, wiring, etc.)
 - Finance
 - Teaching Skills
 - Development (fundraising, grant writing etc.)
 - Write press releases and/or articles about AASuccess



- Assist with researches regarding Vietnamese Community
- Provide refreshments for volunteer events
- Transport chairs etc. (vehicle required)
- Occasional “handyperson” jobs
- Take recycling to recycling center

EMERGENCY CONTACT

Name* _____ Phone number* _____

Relationship to you* _____

PERMISSION SLIP (required only for staffs or volunteers under the age of 18)

- I give permission for my son/daughter to participate in AASuccess as volunteer staffs.

PHOTO OR MEDIA RELEASE

- All photos and media descriptions of the applicant will be distributed to the public for education and publicity purposes. I give permission for my photos/media to be used by AASuccess.

Applicant’s Signature

Parent/Guardian Signature (required for applicant under the age of 18)

Date