

hope

Hope For Tomorrow Children's Home

Volunteer Application

Mission Statement

Hope For Tomorrow Children's Home is a non-profit Christian organization committed to serving orphaned and abandoned children in Guatemala by providing physical, spiritual and emotional support through a wide variety of programs and services.



hopefortomorrow
children's home

Volunteer Program

Hope For Tomorrow Children's Home is a Christ-Centered non-profit organization located in Guatemala City, Guatemala. Our organization serves orphaned and abandoned children by offering academic assistance, opportunities for emotional development, and programs focused on spiritual growth.

By serving with Hope For Tomorrow Children's Home (HFTCH), you will be making a lasting impression on the children that are part of our home. The relationships you will develop with our children will have a positive impact not only on their lives, but yours as well. You will interact with our children through teaching, mentoring, and recreational activities. You'll give individualized attention to children that have been forgotten by society.

We look forward to getting to know you through this volunteer application and the possibility of having you serve along side of us as we bring Hope to orphaned children in Guatemala!

Instructions

1. Read through and fill out this application in its entirety.
2. References - Download and distribute through email the reference forms. You can download the reference forms yourself from www.hope4tomorrow.net/volunteer and email them directly to the three individuals you select or have them download the application form themselves. Your references should email us their completed forms to volunteer@hope4tomorrow.net
3. Child Abuse and Neglect Clearance – Please obtain a Child Abuse and Neglect Clearance in your current State of residence. Once you have obtained this clearance scan it and include it when you submit your application. For more information please refer to your State government human services website. If you live in Kentucky, please contact email us as we have these forms on file.
4. State Police Clearance – Please obtain a State Police Clearance in your current State of residence. Once you have obtained this clearance scan it and include it when you submit your application. For more information please refer to your State Police website. If you live in Kentucky, please contact us as we have these forms on file.
5. When you have completed the application, email it along with your Child Abuse and Neglect Clearance and your State Police Clearance to volunteer@hope4tomorrow.net. Applications will NOT be accepted that do not include the Child Abuse and Neglect Clearance and the State Police Clearance. Please send all three items at once, or within a day of submitting the application.

If you need assistance with any of this process or have questions or concerns, please email us at volunteer@hope4tomorrow.net

Hope For Tomorrow Children's Home

Volunteer Application Packet

Instructions: Please fill out this application as carefully and as completely as possible. This document has been created with editable fields to make filling it out easier. To fill out electronically, use a free PDF program like Foxit Reader for Windows (<http://www.foxitsoftware.com/products/reader/>) or Apple's built in PDF reader, Preview.

General Information:

Full Name: _____ Gender: Male Female

Preferred Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

The best way to contact me is: (check all that apply) Home Phone Cell Phone Email

Age: _____ Date of Birth: (mo/day/yr) _____/_____/_____ Social Security Number: _____

Marital Status: Single Married Divorced Widowed Separated

College / University Information (If Applicable):

College/University: _____ City: _____ State: _____

I am currently a: Freshman-(1st yr) Sophomore-(2nd yr) Junior-(3rd yr) Senior-(4th yr) 5th yr

Major: _____ Minor: _____

Trip Information:

How many weeks/months would you like to serve with Hope For Tomorrow? _____

Please indicate your preferred start and end dates for your time with Hope For Tomorrow:

I prefer to start: (mo/day/yr) _____/_____/_____ I prefer to end: (mo/day/yr) _____/_____/_____

Are those dates flexible? Yes No

If yes, please indicate the range of dates you have available for your trip:

The earliest I can come is: _____/_____/_____ The latest I can leave is: _____/_____/_____

Language Information:

Please indicate your Spanish language proficiency in each of the following areas:

Speaking: None Beginner Intermediate Advanced

Reading: None Beginner Intermediate Advanced

Writing: None Beginner Intermediate Advanced

Statement of Willingness:

Serving at Hope For Tomorrow Children’s Home is multifaceted and we ask volunteers to be prepared to do a multitude of jobs and tasks. We of course do not expect every volunteer to have experience in these areas, but rather to be willing to learn and participate. These tasks can include: changing diapers, therapy with children, participating in our preschool, leading Bible studies/activities, helping children with homework, fixing meals, cleaning house, helping with mission teams, clerical work, writing updates and stories for our website, etc.

Are you willing to “get your hands dirty” and help out in any way needed during the duration of your stay?

Yes No If no, please explain: _____

Confidential Information

Instructions: Please answer the following questions honestly. Your answers to these questions will not necessarily disqualify you for acceptance. The answers you provide will be treated confidentially. We may contact you for further information if necessary.

Have you ever been convicted of, or plead guilty to, charges of child abuse, domestic violence or any crime involving actual or attempted rape or sexual molestation? Yes No

If yes, please explain and note year it occurred:

Have you ever been on probation? Yes No

If yes, please explain and note the year it occurred:

Case Worker: _____

State: _____ County: _____

Have you ever been reported to Child Protective Services or to the Department of Social Services? Yes No

If yes, please explain and note the year it occurred:

Case Worker: _____

State: _____ County: _____

Personal Reflection Questions

Instructions: Please answer the following questions. Each answer should be 300 words or less. **NOTE:** There are no wrong answers! Simply answer honestly and thoughtfully.

Please tell us about yourself (background, family, hobbies, etc).

Write a brief testimony describing your faith and your current relationship with Jesus Christ.

What drew you to this volunteer opportunity?

What do you hope to gain through this volunteer experience? Explain any personal goals you would hope to achieve.

What is your practice in regards to prayer and scripture reading?

Living abroad, even for a short time, can be an intense experience, especially without the normal circle of emotional and spiritual support a person is used to receiving at home. Please describe how you believe you will be able cope with the pressures and stresses of being "home-sick" and lonely.

What dreams, hopes and goals do you hope to pursue over the next 5-10 years?

Church Involvement

Church Involvement – WHILE AT SCHOOL:

Church(es) attending: _____ City: _____ State: _____

How long have you been attending this church? _____

Pastor's Name: _____

Phone: _____ Email (if known): _____

Describe your involvement in church life (i.e. Sunday school, College ministry, Music ministry, etc.):

Church Involvement – HOME CHURCH (the church you attend when not at school):

Church(es) attending: _____ City: _____ State: _____

How long have you been attending this church? _____

Pastor's Name: _____

Phone: _____ Email (if known): _____

Describe your involvement in church life (i.e. Sunday school, College ministry, Music ministry, etc.):

Personal Resume

Education and Training

Beginning with the most recent, please list all schools attended, including vocational/trade schools, etc.

Name of School	Address	Years Attended (mm/yy – mm/yy)	Date Graduated	Degree, Diploma, or Certificate

Employment

List your prior employers, starting with the most recent. If you are currently retired, please list that first with the year you retired.

Dates Employed (mm/yy – mm/yy)	Name, Address, Telephone of Employer	Duties and Responsibilities	Reason for Leaving

Please highlight specific experience you've had in any of the following areas. Please include the length of your participation in each. Teaching/Classroom Education, Childcare, Work with children with special needs, Teaching or work in an ESL classroom situation, Youth Work/Leadership over Youth, Committee/Governing Body Participation, Small Group/Bible Study/Sunday School Leadership, Evangelism, Counseling, Missions Experience, Prayer Ministry, Leading formal worship times (at church, at school, etc.), Resident Assistant (RA), Management of a group housing situation (fostering unity, house management, cleaning/cooking schedules, etc.), Other area.

Tell us about any of your skills and talents in the following areas: Music (Voice, Guitar, Piano, etc.), Visual Art, Dance & Drama, Arts & Crafts (Scrapbooking, Sewing, etc.), Sports & Coaching, Event Planning / Project Management,

No person is without growth areas. What areas in your personal growth and/or service life are you striving to improve?

Please tell us about any other interests and/or hobbies that you have.

References

Instructions: List below the names and addresses of three people (other than relatives) to whom you will give the recommendation forms. Think carefully about the people you wish to recommend you. They should know you well and be in a position to judge your general character, motivation and qualifications for volunteering with Hope For Tomorrow Children's Home.

After listing the references below, download the Recommendation Form from our website at www.hope4tomorrow.net/volunteer and email it to each of the three people you have listed. These individuals should then fill out the form and email it directly to us at the following address: volunteer@hope4tomorrow.net

Pastoral Reference: (Church Pastor, Campus Pastor, Bible Study leader or other spiritual leader)

Name: _____
Position: _____ Organization/Church: _____
Phone: _____ Email: _____
Relationship to you: _____

Professional or Professor/Instructor Reference: (Supervisor, Employer, Professor or Teacher)

Name: _____
Position: _____ Organization/Church: _____
Phone: _____ Email: _____
Relationship to you: _____

Other Significant Adult: (Mentor, another Professor, etc. -- not a peer or a family member)

Name: _____
Position: _____ Organization/Church: _____
Phone: _____ Email: _____
Relationship to you: _____

Applicant Agreement

To the best of my knowledge the information in this application is true and correct. I authorize any individuals or organizations I have listed in this application to provide Hope For Tomorrow Children's Home (HFTCH) any information they may have regarding my character and fitness for working with children and youth. I release all such references, individual or organizations from liability for any damage which may result from furnishing such information to HFTCH.

Applicant's Signature: _____ Date: _____
(If filling out the PDF, please type your name in the space above)

The information you have provided in this application will be kept confidential, and will be disclosed only to the following individuals: a) Hope For Tomorrow Children's Home staff members who are involved in applicant selection, b) program supervisors, or c) in the event that information in this application is required by law.

Dear Reference Provider,

The applicant listed above has applied to serve as a volunteer with Hope For Tomorrow Children's Home (HFTCH) in Guatemala City, Guatemala. Volunteers with HFTCH will be directly involved in the care and nurturing of orphaned and abandoned children in our children's home. They will be working with a diverse group of children and will have a number of responsibilities during their time with us. You can learn more about our ministry at www.hope4tomorrow.net.

Instructions: Please fill out this application as completely as possible. This document has been created with editable fields to make filling it out easier. To fill out electronically, use a free PDF program like Foxit Reader for Windows (<http://www.foxitsoftware.com/products/reader/>) or Apple's built in PDF reader, Preview. When you have completed the reference form, please email it to volunteer@hope4tomorrow.net.

Volunteer Applicant's Name: _____ Date: _____

Your Name: _____

Position: _____ Organization/Church: _____

Phone: _____ Email: _____

1. Describe your relationship to the applicant. How long have you known him/her, and in what capacity?

2. What are the applicant's greatest strengths and abilities?

3. What areas / issues require the applicant's further development or attention? Please explain.

4. Would this applicant be a responsible, timely and diligent worker? Please explain.

5. The applicant will be working and developing relationships with a wide range of orphaned children in our ministry, some with physical or mental disabilities. What is it about the applicant that makes you believe he/she will - or will not - be able to successfully work with these children?

6. Living abroad, even for a short time, can be an intense experience, especially without the normal circle of emotional and spiritual support a person is used to at home. Please comment on how the applicant responds to a) pressure, and b) constructive criticism.

7. Do you have any reason to believe the applicant would treat our youth in an abusive or inappropriate manner (emotionally, physically or sexually)?

8. Do you feel the applicant has sufficient emotional stability and overall maturity for this experience?

9. Please rate the applicant in the following areas. If marking "Average" or "Low" for an area, we'd appreciate a short explanation in the "Comments" section.

	High	Average	Low
Cooperation with others	_____	_____	_____
Ability to form positive relationships with peers	_____	_____	_____
Submission to authority figures	_____	_____	_____
Leadership ability	_____	_____	_____
Reliability	_____	_____	_____
Spiritual maturity	_____	_____	_____
Emotional stability	_____	_____	_____
Flexibility	_____	_____	_____

Comments:

10. Do you believe we should accept this applicant for our internship program?