

CITY OF PORTLAND, OREGON



Bureau of Police

Charlie Hales, Mayor
Michael Reese, Chief of Police
1111 S.W. 2nd Avenue • Portland, OR 97204 • Phone: 503-823-0000 • Fax: 503-823-0342

Integrity • Compassion • Accountability • Respect • Excellence • Service

Dear Applicant,

Thank you for your interest in becoming a volunteer for the Strength programs!

Our programs offer free violence prevention education to women, girls and boys around the city of Portland. Programs and classes run smoothly because of the hard work that dedicated volunteers do behind the scenes.

Being a Strength volunteer is both challenging and rewarding. Volunteers helping the programs' operations gain valuable experience and skills. Tasks you can expect to participate in include registering students for classes, working with social media, assist with fundraising, organizing projects and events, grant writing, packing materials for class bags and much more.

The volunteer selection process is competitive and consists of four components: a written application, interview, reference and criminal background checks. Enclosed in this packet are the necessary forms to fill-out and return. We ask that you choose an area of focus: WomenStrength, BoyStrength or GirlStrength.

The process and the paperwork may seem overwhelming for a volunteer position. We hope the requirements demonstrate the quality of our programs. Our volunteers are representatives of the Portland Police Bureau and the City of Portland. These trustworthy and exceptional individuals honor our mission to provide free empowerment classes to women, girls and boys. Everything in this package is there to service this goal. We hope you will decide to be a part of our team and mission.

Please call one of us, if you have any questions. We welcome the opportunity to answer your inquiries.

Thank you so much for your interest!

Monae Elliott Sara K., Johnson

Carolyne Haycraft

BoyStrength Coordinator Family Services Division Portland Police Bureau WomenStrength Director Family Services Division Portland Police Bureau GirlStrength Director Family Services Division Portland Police Bureau



Volunteer Application

Name								
Address								
City, State, Zip Code								
Home Phone	Cell Phone	Cell Phone			_ Work Phone			
Email	_			May we	e call yo	u at wo	rk?	
• • • •	• •	• •	•	•	•	•	•	
How did you hear about our ne	w volunteer trai	ning?						
Are you presently employed? _	If yes, whe	ere?						
What is your position?								
Oo you presently volunteer els	ewhere?If	yes, where?_						
Educational background (highe	est grade comple	eted & field of	studv)					
Are you bilingual? If yes, in the propertion of the properties.								
What hours are you available?	Day	ay Evening			Weekend			
• • • •	• •	• •	•	•	•	•	•	
Please list three references i	not related to y	ou by blood, a	adoption	, or part	nership):		
Name [Day Phone	Cell Pho	ne	Relationship to you				
		 						

WomenStrength/GirlStrength/BoyStrength Programs Volunteer Operations Application







SUPPLEMENTAL QUESTIONS

Please use a separate sheet of paper to respond to the following questions.

- 1. Would you like to choose BoyStrength, GirlStrength or WomenStrength as your focus? Why? (note: after one year of teaching/training instructors may cross train in sister program)
- 2. Why do you want to become involved with this program? What would you add and what would you hope to gain from your participation?
- 3. How do you feel about the large time commitment required for the training?
- 4. What is your theory on why women and children are most often the victims of violence?
- 5. Who do you think needs to be involved in the movement to end sexual and domestic violence? Why?
- 6. What do you see as the possible benefits and drawbacks of working with the public as a representative of the Portland Police Bureau?
- 7. What office skills or experience do you have to offer to this program while working "behind the scenes"?
- 8. Is there any specific type of work that you would like to focus on in your time here? If so, what and why?

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Please return you're the following forms to complete your application:

- The application form
- Answers to supplemental questions
- "Applicant Background and Information" and "Informed consent and Hold Harmless Waiver"
 These forms will be notarized during or after the interview.

Send to: BoyStrength or GirlStrength or WomenStrength

PPB, Family Services Division

10225 East Burnside Portland, OR 97216

Email: BoyStrength@portlandoregon.gov

GirlStrength.pb@portlandoregon.gov or WomenStrength.pb@portlandoregon.gov

Fax: (503) 823-0269



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APPLICANT BACKGROUND INFORMATION

Last Name			_First Name	Middle Name				
Other names you have use	ed							
Date of Birth	Sex	Race	Height	Weight	Hair Color	Eye Color		
Social Security Number_			Citizenship*					
*If you are a non US cit	tizen you r	nust present w	vork authorization pa	pers and a <u>Socia</u>	l Security Card at yo	our appointment.		
Home Street Address (act	ual physic	cal location)_						
City		State	Zip Code	ePhone Number				
Date of last police contact								
List all states you have live	ed in since	e age 16						
Email Address				State _				
				Driver's Licen	nse #	State		
Company Name		Phone Number						
Company Address				City	State	Zip		
Type of work or volunteer	ing to be	performed ar	nd where					
Best phone numbers to co	ntact you	to make appo	ointments					
Fax this information to <u>(50</u> or mail it to:	03) 823-47	7 <u>97</u> Attn: Pe	rsonnel Sergeant					
Portland Police Bureau								
Personnel Division, Room 1 1111 SW 2 nd Avenue	1542							
Portland, Oregon 97204								
Attn: Personnel Sergeant								

WomenStrength/GirlStrength/BoyStrength applicants please mail or email all forms to us**

We will contact you regarding scheduling an appointment to present <u>two</u> pieces of identification, notarize forms and be photographed and fingerprinted. Applicants must present two <u>original</u> pieces of identification such as a driver's license, Social Security card, passport or birth certificate.

If you have any questions please feel free to call Personnel @ (503) 823-0333.

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Informed Consent/Release and Hold Harmless Waiver

Ensuring Confidentiality of Background Investigation Information

I recognize that the Portland Police Bureau has an obligation to ensure public safety and protect police property, equipment and records. As an applicant to the Portland Police Bureau (whether I am a contractor doing business with the Police Bureau, or as a prospective employee), I acknowledge that I must prove my suitability to access police facilities on a regular basis.

I understand that I am authorizing an investigation into aspects of my personal life to determine my fitness to access police facilities. This investigation may include contacting persons and/or organizations that have information relating to my suitability. I also understand that those persons and/or organizations may feel inhibited, intimidated or otherwise reticent about furnishing legitimate information concerning my fitness unless the confidentiality of their information can be guaranteed on a permanent basis.

I further recognize that although some of the information contained in this report is a matter of public record, or would otherwise be accessible to me, this information will be interwoven with other confidential information to which I would otherwise not be privy.

Therefore, I exonerate, release and discharge the City of Portland, the Police Bureau, its officers, agents or assigns, now and in the future, from any claim or damages, whether in law or in equity, on behalf of myself, my heirs, agents, or assigns, for their refusal to make available any and all information contained in this investigation, including but not limited to the identity of any person or organization who may have supplied information in the course of this investigation, as well as the substance of any such information supplied, even where such information has been the basis for my disqualification from further consideration.

I hereby knowingly, voluntarily, and specifically, waive any rights I may have to examine, review, or to otherwise discover the contents of this investigation and all documents related thereto, whether by request, civil service appeal, grievance, or by legal process.

Signature of Applicant	Printed name of applicant					
I attest the applicant subscribed the above before me on this County of Multnomah, State of Oregon.	_day of	, 20	_ in the City of Portland,			
Notary Public for the State of Oregon						