



CITY OF PORTLAND, OREGON



Bureau of Police

1111 S.W. 2nd Avenue • Portland, OR 97204

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Dear Applicant,

Thank you for your interest in becoming a violence prevention instructor for the Strength programs! Once a year we train new volunteer instructors. After completion of the training the new instructors teach with lead instructors providing free violence prevention classes to women and girls around the City of Portland.

Being a Strength instructor is challenging and rewarding. Many of our volunteers state that it was a life changing experience and one of the best decisions they have ever made. Instructors often tell us how much they appreciated the initial training and their volunteer position as an instructor. Here is a quote from one instructor who went through training a couple years ago: "... joining WomenStrength is the best thing I have done for myself in a very long time. The training was incredible (I still miss it!) and I love teaching. I am always in such a good place emotionally and physically after I teach. I love it!"

The instructor 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, either WomenStrength or GirlStrength.

Please don't be intimidated by this application! The process and the paperwork may seem overwhelming for a volunteer position, but 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 offer free empowerment classes to women and girls. Everything in this package is to service this goal. We hope you will decide to be a part of our mission.

Please call one of us (Carolyn or Sara) if you have any questions. We welcome the opportunity to answer your inquiries. If you are not available to complete the training this year, but are still interested, please let us know and we will keep your name for future trainings.

Thank you so much for your interest!

Sara K. Johnson

WomenStrength Director
Family Services Division
Portland Police Bureau

Carolyn Haycraft

GirlStrength Director
Family Services Division
Portland Police Bureau

Community Policing: Making the Difference Together
An Equal Opportunity Employer

City Information Line: 503-823-4000, TTY (for hearing and speech impaired): 503-823-6868 Website: www.portlandpolice.com



Volunteer Staff Application

Name

Address

City/State/Zip Code

Email

Home Phone

Cell

Work

May we call you at work? Yes No

How did you hear about GirlStrength/WomenStrength?

Are you presently employed? Yes No If yes, where?

What is your position?

Do you presently volunteer elsewhere? Yes No If yes, where?

Educational background (highest grade completed & field of study)

Are you bilingual? Yes No If yes, in what language?

Do you have reliable transportation? Yes No

What hours are you available? (Check all that apply) Day Evening Weekend

Please list three references not related to you by blood, adoption, or partnership:

Name

Day Phone

Relationship to you



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BACKGROUND INFORMATION

(WomenStrength/GirlStrength applicants)

Last name First Middle

Other names you have used

Date of Birth Sex Race

Height Weight Hair color Eye color

Social Security Number Citizenship*

Place of Birth

*If you are a non-US citizen you must present work authorization papers and a Social Security Card at your appointment.

Home street address (actual physical location)

City State Zip Phone

Date of last police contact

List all states you have lived in since age 16

Email Driver's license # State

Employer name Phone

Address City State Zip

Type of work or volunteering to be performed and where

Best phone numbers to contact you to make appointments

Send this form to:

Email: ws@portlandoregon.gov

Mail: Family Services Divison • 10225 E. Burnside St. • Portland OR 97216

We will contact you regarding scheduling an appointment to present two pieces of identification, notarize forms and be photographed and fingerprinted. Applicants must present two original 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.

SUPPLEMENTAL QUESTIONS (Page 1 of 3)

Please answer the following questions in the spaces provided. If more space is needed, include your remaining responses in your submission email or on another sheet, along with the question number.

1. Would you like to choose 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?

SUPPLEMENTAL QUESTIONS (Page 2 of 3)

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?

SUPPLEMENTAL QUESTIONS (Page 3 of 3)

7. Do you have public speaking experience? If yes, please describe. If no, what would give you the confidence to do public speaking?

8. For GirlStrength Instructors only:

Do you have experience teaching children and youth? If so, please describe.

Please submit the following paperwork:

- Application form
- Answers to supplemental questions
- "Applicant Background and Information."

These forms will be notarized during or after the interview.

Mail: GirlStrength Program/NVT or WomenStrength/NVT
PPB, Family Services Division
10225 East Burnside
Portland, OR 97216

Email: ws@portlandoregon.gov

Fax: (503) 823-0269