



# DONNELLY COLLEGE

## Volunteer Personnel Record

Name\_\_\_\_\_

Address\_\_\_\_\_

Phone (home)\_\_\_\_\_ (cell)\_\_\_\_\_

Email\_\_\_\_\_ Birth date\_\_\_\_\_

Spouse name\_\_\_\_\_

Children\_\_\_\_\_

\_\_\_\_\_

### In case of emergency, notify:

Name\_\_\_\_\_ Phone\_\_\_\_\_

Relationship\_\_\_\_\_

Volunteer position\_\_\_\_\_

Supervisor\_\_\_\_\_

Beginning date\_\_\_\_\_

The completed form should be returned to the Volunteer Coordinator in room 106.  
The Volunteer Coordinator will provide a copy for the Human Resources office.