



1039 E. 27<sup>th</sup> St. Erie, PA 16504  
 Phone: 814-455-4577  
 Fax: 814-459-7012  
[www.mcwerie.org](http://www.mcwerie.org)



1012 E. 28<sup>th</sup> St. Erie, PA 16504  
 Phone: 814-456-0733  
 Fax: 814-456-2377  
[www.erie.dressforsuccess.org](http://www.erie.dressforsuccess.org)

### Volunteer Application

- Thank you for your interest in volunteering with the Mercy Center for Women (MCW), Dress for Success Erie (DFSE) and/or Daily Threads Store. Please read and complete this form thoroughly. **PLEASE PRINT CLEARLY.**

#### Applicant Information

Name \_\_\_\_\_ Date \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_

Have you ever volunteered in any capacity? \_\_\_\_\_ If so, where? \_\_\_\_\_

Preferred Volunteer Area \_\_\_\_\_

Please indicate any skills or talents you may have \_\_\_\_\_

Are you currently employed?  FT  PT  Self  Retired  Unemployed

Languages you speak \_\_\_\_\_ Can you read and translate that language? \_\_\_\_\_

**Is this volunteer experience for service hours? \_\_\_\_\_ If yes, please state location, contact person, hours needed for completion, and due date.**

\_\_\_\_\_  
 \_\_\_\_\_

YES, I would like to be added to MCW's mailing list to receive the *Empower!* Newsletter and updates on upcoming events.

#### Emergency Contact Information

In case of emergency, please contact \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (Cell) \_\_\_\_\_ (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Preferred hospital \_\_\_\_\_ PCP \_\_\_\_\_

Please list any special needs/accommodations \_\_\_\_\_

#### Area of Interest

Mercy Center for Women  Dress for Success Erie  Daily Threads Thrift Store

#### Availability

**MCW and DFSE** office hours are Monday-Friday 8:00 AM – 4:00 PM. **Daily Threads** is open Tues. & Friday 10:00 AM- 1:00 PM (*Sometimes on Saturdays*).

Please indicate if you would prefer morning or afternoon hours. We will do our best to accommodate!

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday



**Mercy Center for Women and Dress for Success Erie Confidentiality Statement**

It is the policy of the Mercy Center for Women and Dress for Success Erie to provide high quality, ethical professional, and confidential services to our clients, volunteers, and donors. It is the responsibility of all personnel (paid and unpaid) to maintain confidentiality of information which one has access to directly or indirectly.

All information contained in client files, volunteer and donor records are to be kept in strict confidence. Additionally, any information overheard, witnessed, or read concerning our clients, volunteers, and donors is considered privileged information and is therefore confidential.

I have read the above statement, reviewed it, and agree to adhere to the Mercy Center for Women's and Dress for Success Erie Confidentiality Statement. Non-compliance with this statement will result in immediate termination.

**Volunteer Signature** \_\_\_\_\_

Date \_\_\_\_\_

**Witness Signature** \_\_\_\_\_

Date \_\_\_\_\_

**Office Use ONLY**

Date Received \_\_\_\_\_ Scheduled Date \_\_\_\_\_ Tour \_\_\_\_\_ Training \_\_\_\_\_ Clearances \_\_\_\_\_  
Other \_\_\_\_\_