# *Resource Committee Application 2014-2015*

### Program Description and Volunteer Responsibilites

*Students for Community Outreach, Promotion and Education (SCOPE) is looking for committed SCOPE volunteers to join the Resource Committee. This a valuable opportunity to become more involved with SCOPE, and it is also a great way to serve the community, as committee members will directly contribute to the types of resources available at each site.*

*If accepted into SCOPE Resource Committee, you agree to the following terms:*

* *Attend the mandatory orientation, training, and site visit for all incoming volunteers*
* *Attend any mandatory meetings scheduled*
* *Make a commitment of at least one quarter*
* *Complete volunteer assignments and tasks to the best of your ability according to outlined instructions and by the given deadline*
* *Frequently check and respond to e-mails*

*The work in the committee focuses on the individual and members can work on their assignments independently. As a SCOPE volunteer, you have the option of obtaining a letter of recommendation from our advisor, Dr. Alice Kuo, M.D. given that you complete 80-hours of volunteer work. These hours are incredibly flexible. Volunteers are given a deadline for a given task or assignment and can do the work at their own pace.*

### APPLICATION IS DUE SUNDAY, OCTOBER 5th by 11:59PM

### Mandatory Orientation Dates

* *Fall 2014: Sunday, October 12th from 12:00 PM to 3:00 PM*

### Instructions for Submission

*Please follow these application submission instructions carefully. **Applications not following these guidelines will be ignored.***

1. *Save this PDF file as: <Insert Your Name> - Resource Committee Application*
2. *E-mail application to **scope.resource.committee@gmail.com** with Subject header exactly the same as the file name.*

   *Example: Joe Bruin - Resource Committee Application*

# *Applicant Information*

**Full Name:** _____

**Student ID:** _____

No dashes, spaces, or parentheses.

**Phone Number:** _____

No dashes, spaces, or parentheses. Will automatically format.

**E-mail:** _____

**Major:** _____

**Year:**

**Did you attend an information session?**

**How did you here about SCOPE?**

**Please list any non-English languatges spoken:**

# Short Answer Questions

*Please limit responses to 350 words or less*

**As a committee member, how would you contribute to and improve on the resources to further promote SCOPE's services to the community?**

**Please list your computer operating system (i.e. Microsoft Windows, Apple iOS) and the word processor you use (i.e. Microsoft Office Word 2010, 2007, 2003, Pages, etc.) Are you comfortable using a word processor, including some advanced features?**

**Optional: Do you have any programming or web design experience? If so, please describe.**

# Volunteer Agreement

*By, signing below, you attest to the truthfulness of all information submitted on this application and agree to fulfill all responsibilities and requirements expected from every SCOPE volunteer should you be accepted.*

**By signing, you hereby agree to these terms and agreements.**

_____     **Date:** _____

Please type your full name to serve as a digital signature.           MM/DD/YY