

## ACCAP CHORES & MORE VOLUNTEER APPLICATION/COMMUNITY SERVICE

**HOURS:** Days and hours are flexible, on-call as needed, or arranged with client.

**QUALIFICATIONS:** Possess or express a positive willingness to perform any of the following chores: yard and garden maintenance, snow removal, shrub trimming, household cleaning, light maintenance, painting, minor repairs such as minor plumbing, minor electrical, carpentry, plastering, etc.

Ability to follow instructions, work independently, schedule own work, communicate well with senior citizens. Have independent transportation, some tools and equipment helpful, but not essential,

**DUTIES:** You will work as an independent worker for citizens over the age of 60 in Anoka County.

As an independent worker you will know that you are helping someone who needs your help. You will be asked to submit a work record for <u>all work completed</u> at the end of every project. This is necessary for Chores & More records.

The Chores & More Coordinator will screen your application, process a criminal background check, interview you, explain the procedures, and if everything is satisfactory, refer you to clients who need work done.

If you are interested, please complete the attached application which includes a skills inventory sheet and criminal background check (must be notarized). Thank you!

RETURN TO: ACCAP Chores & More Program

1201 89<sup>th</sup> Avenue NE, Suite 345

Blaine, MN 55434 Phone:763-783-4767 Fax: 763-783-4700

Email: Choresandmore@accap.org

| NAME:                             |                | EMAIL:                               |         |  |
|-----------------------------------|----------------|--------------------------------------|---------|--|
| ADDRESS:                          |                | CITY:                                | ZIP:    |  |
| HOME PHONE:                       |                | CELL PHONE:                          |         |  |
| ********                          | ******         | **********                           | ******  |  |
| Please check the service categori | es in which yo | u have experience and are willing to | o work: |  |
| HOME MAINTENANCE & REPAIR         |                | GROCERY SHOPPING                     |         |  |
| Caulking and weather stripping    | <del></del>    |                                      |         |  |
| Painting – Interior               |                | LAWN WORK                            |         |  |
| Painting – Exterior               |                | Mow Lawns                            |         |  |
| Repair windows                    |                | Weeding                              |         |  |
| Minor electrical                  |                | Rake Leaves                          |         |  |
| Appliance repair – electric       |                | Tree & shrub trimming                |         |  |
| Appliance repair –gas             |                |                                      |         |  |
| Cement repair                     |                | GARDEN WORK                          |         |  |
| Reglaze windows                   |                | Planting                             |         |  |
| Faucet & toilet repairs           |                | Tilling                              |         |  |
| Minor carpentry                   | <del></del>    | Transplanting                        |         |  |
| HOUSEHOLD CHORES                  |                | SNOW REMOVAL                         |         |  |
| Change storm windows              |                | Shovel walks & drives                |         |  |
| Wash windows                      |                | Operate snow blower                  |         |  |
| Clean gutters (1 story only)      |                | Remove snow from roof (1 story       | only)   |  |
| Moving heavy objects              |                |                                      |         |  |
| Heavy cleaning                    |                | INSTALLATION                         |         |  |
|                                   |                | Alarms                               |         |  |
| INDOOR HOUSEKEEPING               |                | Locks                                |         |  |
| Vacuum                            |                | Handrails & grab bars                |         |  |
| Clean floors                      |                |                                      |         |  |
| Dust                              |                | OTHER SKILLS (please list)           |         |  |
| Laundry                           |                |                                      |         |  |
| Change bedding                    |                |                                      |         |  |
| Do you have your own tools? – P   | ease list:     |                                      |         |  |
|                                   |                |                                      |         |  |
|                                   |                |                                      |         |  |

| Anoka County   | cities you are willi                    | ng to work in? F  | PLEASE CHECK ALI  | L THAT APPLY                              |             |
|----------------|---|-------------------|-------------------|---|-------------|
| Anoka          | Andover                                 | Bethel            | Blaine            | Burns/Nowthen                             | Centerville |
| Circle Pines   | Col Hts/Hilltop                         | Columbus          | Coon Rapids       | East Bethel                               | Fridley     |
| Ham Lake       | Lexington                               | Lino Lakes        | Linwood           | Oak Grove                                 | Ramsey      |
| St. Francis    | Spring Lake Pk                          |                   | "All Anoka Co     | ounty Cities"                             |             |
| What times are | e you available to                      | volunteer?        |                   |   |             |
| How did you le | arn of Chores & N                       | 1ore?             |                   |   |             |
| Current emplo  | yment informatio                        | າ:                |                   |   |             |
|                | ist below persons<br>List a daytime pho | •                 | • •               | who have known y                          | ou for at   |
|                | •                                       | •                 | each.             | ·   | none        |
|                | <u> </u>                                |                   |                   | <u></u>                                   | <u></u>     |
|                |   |                   |                   | <del></del>                               |             |
|                |   |                   |                   |   |             |
|                |   |                   |                   |   |             |
|                | authorize those in                      | dividuals to disc | close information | on to contact the r<br>that they have cor |             |
|                |   | Date:             |                   |   |             |
|                | Parent/Guardiar                         | n Signature:      |                   |   | <del></del> |
|                | (If under 18 yea                        | rs of age)        |                   |   |             |



## ACCAP CHORES & MORE NON-PROFIT BACKGROUND CHECK

## Account #7637676521

The following named individual has made application with the agency for:

Last Name of Applicant (please print):\_\_\_\_\_

## **Independent Contracting with ACCAP Chores & More**

| First Name (please print):   |   |
|--|---|
| Middle Name (full, please print):                                      | <del></del>   |
| Maiden, Alias or Former (please print):                                |   |
| Date of Birth (Month/Day/Year):  |   |
| <b>Sex</b> (M or F):   |   |
| Social Security Number (Optional):                                     |   |
|  |   |
|  |   |
| Do Not Sign until in the pr  | resonce of a Notary Public  |
| Do <u>Not</u> Sign until in the pr                                     | esence of a Notary Public   |
|  |   |
| • •  | rehension to disclose all criminal history record information t                           |
| The Anoka County Community Action Program, in adults with this agency. | <ul> <li>c. for the purpose of <u>contracting to do chores with vulnerable</u></li> </ul> |
| The expiration of this sutherization shall be for a                    | novied no langer than one year from the date of my signature                              |
|  | period no longer than one year from the date of my signature                              |
| Signature of Applicant   | Date  |
|  |   |
| STATE OF MINNESOTA )   |   |
| )ss.<br>COUNTY OF <u>ANOKA</u> )                                       |   |
|  |   |
| Subscribed and sworn to (or affirmed) before me                        | this day of, 202, by  |
| ·  |   |
|  |   |

ACCAP is an Equal Opportunity Employer