



Volunteer Application Packet

Hillsboro Police Department

West Precinct
250 SE 10th Avenue
Hillsboro, OR 97123
PH: 503-681-6175

East Precinct
20795 NW Cornell Rd
Hillsboro, OR 97124
PH: 503-681-6641

ACTION
Where it Counts



Thank you for your interest in becoming a Volunteer with the Hillsboro Police Department. Volunteers bring unique skills and experience that strengthen our community. Our program is designed to match each person with a meaningful role that provides benefits to the Volunteer *and* the City.

This page is designed to help you complete your application and understand our hiring process. Please call Susie Serres at 503-681-6474 with any questions.

What You Do

1. Complete “Volunteer Application”

2. Complete “Release of Information”

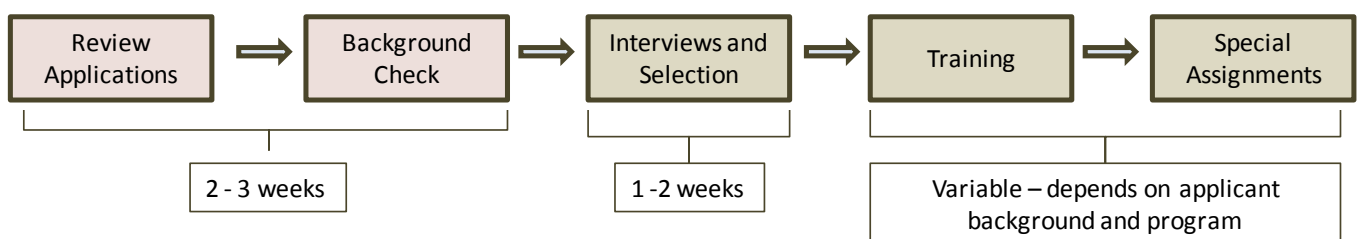
Free Notary available at Hillsboro Police Precincts 8-5 Monday – Friday, by appointment only.

3. Submit Application to:

Susie Serres
Manager, Volunteer Resources
Hillsboro Police Department
250 S.E. 10th Avenue
Hillsboro, OR 97123-4238

What We Do

HPD Volunteer Application Review, Hiring, and Training Process with Approximate Timeline





VOLUNTEER APPLICATION

Name: _____ Date: _____
Last Name Middle

Other Names You Have Used: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home phone: _____ Work phone: _____ Message phone: _____

E-mail address: _____

Driver's License: _____ SSI # _____

**IF YOU HAVE LIVED IN OREGON LESS THAN SEVEN YEARS
PLEASE LIST ADDITIONAL ADDRESSES**

Address: _____

City: _____ State: _____ Zip Code: _____

What is your reason for volunteering with our agency?

What training would you like to receive from this volunteer position?

Time available for volunteering _____

Days of the week available _____

Please check two activities you are interested in participating:

- | | | | |
|---------------------|-------|----------------------------|-------|
| Public Speaking | _____ | Mediation | _____ |
| Clerical/Data Entry | _____ | Domestic Violence Advocate | _____ |
| Bicycle Safety | _____ | Crime Mapping | _____ |
| Crime Prevention | _____ | Graffiti Clean-up | _____ |
| Special Events | _____ | Computers | _____ |

Education (Circle Last Year Completed)

High School 1 2 3 4
College 1 2 3 4

Graduated Yes No
Graduated Yes No

List three persons (non-family) having knowledge of your character:

Name: _____ Telephone #: _____

Address: _____

Relationship _____ Years known: _____

Name: _____ Telephone #: _____

Address: _____

Relationship: _____ Years known: _____

Name: _____ Telephone #: _____

Address: _____

Relationship: _____ Years known: _____

Volunteer and Work Experience

Have you ever worked as an employee or volunteer for the City of Hillsboro?

YES___ NO ___

If yes, please list department and dates of employment:

Department _____

Employment Dates (month/yr – month/yr) _____

Have you previously applied to volunteer with another law enforcement agency?

YES___ NO ___

If yes, please list:

Agency _____

Date Applied (month/yr)_____

Agency _____

Date Applied (month/yr)_____

Agency _____

Date Applied (month/yr)_____

List your work experience, most recent first, during the past five years:

Employer: _____ Date Employed _____

Employers Address: _____

Employers Telephone: _____

Currently Employed: Yes ___ No ___

If yes, hours per week: _____

Employer: _____ Date Employed _____

Employers Address: _____

Employers Telephone: _____

Currently Employed: Yes ___ No ___

If yes, hours per week: _____

Employer: _____ Date Employed _____

Employers Address: _____

Employers Telephone: _____

Currently Employed: Yes ___ No ___

If yes, hours per week: _____

Previous Volunteer Experience

Agency: _____ Telephone: _____

Address: _____

Date of volunteer work: _____

Duties & _____

Responsibilities: _____

In case of an emergency, please contact: Name: _____

Address: _____

Telephone: _____ Relationship: _____

Do you have any medical conditions or allergies that you want your supervisor or co-workers to know about?

Please list any special skills, languages, training, licenses, or certificates you have:

Have you ever been **arrested and/or convicted** of a crime other than minor traffic offenses?

Yes _____ No _____

If yes, please give a short explanation the circumstances of your conviction. (Please indicate date and place of offense, and disposition.) Convictions are not always disqualifying.

Are you currently involved in any pending criminal case? _____ If yes, please explain Nature of case and your involvement.

I hereby certify that all statements above are true. I agree and understand that any misstatements of facts herein may cause termination of my volunteer position. I agree that I will work within my assigned areas of responsibility without monetary compensation. I will follow the lawful directions of my assigned supervisor while working for the City's employees, to the extent that those policies apply to volunteers.

Signature: _____ Date: _____