



# Volunteer Application Form: Winter 2022

Section 1: Applicant Information		
Type of Application (required) <input type="radio"/> New Volunteer <input type="radio"/> Returning Volunteer	Gender (optional) <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> X	Date of Birth (YYYY-MM-DD) (required)
First Name (required)	Last Name (required)	
Address (required)		
City (required)	Province/Territory (required)	Postal Code (required)
Telephone Number (home) (if applicable)	Telephone Number (cell) (if applicable)	Telephone Number (work) (if applicable)
Email Address (if applicable)		
Emergency Contact (optional)	Telephone Number (if applicable)	
What is your country of birth? (required)	When did you arrive in Canada? (if applicable)	
Spoken Languages (check all that apply) (required) <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Other (specify) _____		Correspondence Language (required) <input type="radio"/> English <input type="radio"/> French
Written Languages (check all that apply) (required) <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Other (specify) _____		Correspondence Method (required) <input type="radio"/> Mail <input type="radio"/> Email
Do you have any physical or other needs that should be taken into consideration? (optional) <input type="radio"/> No <input type="radio"/> Yes    If Yes, contact the Volunteer Center to specify.		
Section 2: Terms and Conditions		
<p><b>SELECTION PROCESS:</b> An interview and a criminal record check are two integral parts of the selection process. Fingerprint identification and a criminal record check are required for all volunteers over the age of 18.</p> <p><b>VACCINATION STATUS ATTESTATION :</b> I attest that I am fully vaccinated per the <a href="#">Policy on COVID-19 Vaccination</a> for the Core Public Administration Including the Royal Canadian Mounted Police. _____ (initials required)</p> <p><b>UNDERTAKING TO ACT IN A RESPONSIBLE AND SAFE MANNER:</b> I hereby agree and undertake to act in a responsible and safe manner at all times while carrying out my duties as a PCH volunteer.</p> <p><b>INSURANCE:</b> PCH maintains insurance coverage for its volunteers during the time that they are volunteers. This insurance covers claims arising out of injuries or accidental death of a volunteer or a third party caused by the negligence of a volunteer during PCH volunteer activities.</p> <p><b>PERMISSION TO USE PICTURES:</b> I hereby grant to PCH and persons acting on its behalf permission and the unrestricted and perpetual right in respect of pictures or film footage that it, through its photographers and/or contractors, has taken of me or in which I may be included with others, to use, to publish and/or to broadcast, and to authorize a third party to use, publish and/or broadcast the same, in whole or in part, in any and all media now or hereafter known, for the purpose of promoting volunteer activities at PCH, in the National Capital Region and elsewhere in Canada.</p> <p><input type="checkbox"/> I acknowledge that I have read and understood the above. (Required)</p>		
Applicant Signature (required)	Parent/Guardian Signature (Required if volunteer is under the age of majority)	Date (YYYY-MM-DD) (required)
Parent/Guardian Contact Information		
Email Address (if applicable)		Telephone Number (if applicable)

### Section 3: Volunteering Opportunities (Number your choices within each activity by order of preference)

#### Winterlude (February 4 to February 21, 2022)

\*\*\*NB: for Winterlude, the deadline to submit your application form is January 17, 2022.\*\*\*

Ottawa Location (Sparks Street, Rideau Canal)	Gatineau location (Jacques-Cartier Park)	Various Locations
Activity assistant	Activity assistant	Information officer (must be bilingual: English and French)
<input type="checkbox"/> No preference	Lost children <input type="checkbox"/> No preference	

Volunteer apprentice coordinator: Must be bilingual (English and French), at least 21 years old, available for a minimum of 25 hours, and undergo a selection interview.

When are you available? (Check all that apply)

- Weekend 1 (February 4 to 7)       During the week  
 Weekend 2 (February 11 to 13)       Evening       Daytime  
 Weekend 3 (February 18 to 21)       Yes, I am available on Monday, February 7, 2021 (PD Day in Gatineau)  
 Yes, I am available on Monday, February 21, 2021 (Family Day)

**Note concerning the Ice Hogs:** Due to the health measures related to COVID-19, there will not be any volunteer Ice Hog positions for Winterlude 2022.

Newsletter - Busy Bodies	Special Events
<input type="checkbox"/> Help in producing the volunteer newsletter.	<input type="checkbox"/> Special events assistant

Comments

### Section 4: Contact Us

Please complete and return by mail, fax or mail:

**NEW Email:** [benevoles-volunteer@pch.gc.ca](mailto:benevoles-volunteer@pch.gc.ca)

Mail: Volunteer Centre (25 Eddy Street, Suite 100),  
c/o Canadian Heritage,  
15 Eddy Street, Gatineau, QC K1A 0M5

Fax: 819-953-8581

Telephone: 819-956-2626

In person: 25 Eddy Street, Suite 100 in Gatineau (Hull Sector)

**NEW Email:** [benevoles-volunteer@pch.gc.ca](mailto:benevoles-volunteer@pch.gc.ca)

Website: [www.canada.ca/volunteer-capital](http://www.canada.ca/volunteer-capital)

#### Privacy Statement

The collection and use of personal information for the Volunteer Centre is authorized under paragraph 4(2)(k.1) of the *Department of Canadian Heritage Act* and is required for your participation. The Department of Canadian Heritage will collect and use personal information in accordance with the federal *Privacy Act*. We will use your personal information for the purposes of selecting and contacting volunteers for suitable placement in the chosen volunteering opportunities. The personal information collected for this activity is described in Personal Information Bank PCH PPU 070 (Volunteer Data) and will be retained for three years. Under the *Privacy Act*, you have the right to access your personal information and request changes to incorrect information. Contact our Privacy Coordinator at [aiprp.atip@pch.gc.ca](mailto:aiprp.atip@pch.gc.ca) to access your personal information or to notify us about incorrect information.