**Student Volunteer Application Form**

NCPH needs student volunteers to help with registration, the exhibit hall, special events and other similar duties for the NCPH 2015 Annual Meeting, held in Nashville, Tennessee on April 15-18. If selected, you will receive a FREE conference registration (a $95 value). A limited number of students from each organization will be accepted, so register early!

**Requirements**: Volunteers must be a current member of the NCPH, enrolled in school, and at least 21 years old. You will need to work at least one full four hour shift to receive free registration. Volunteers must register for the conference and will still be responsible for paying for any special events. If accepted, those already registered will receive a refund and those not yet registered will receive a code for complimentary registration.

Please fill out the following form completely. You may email the completed form to Meghan Hillman, Volunteer Coordinator, at meghillm@iupui.edu. Please use the subject line “2015 NASHVILLE VOLUNTEER.” Volunteer applications are due February 11, 2015.

1. **Name:**
2. **Email:**
3. **Cell Phone:**
4. **College/University Affiliation:**

If you have any special needs we should be aware of, please explain below:

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

Please carefully look over the time slots for which volunteers are needed. We need **25** volunteers this year.

**Rank *three* time slots (1=first choice, 2=second choice, 3=third choice).**

|  |  |  |  |
| --- | --- | --- | --- |
| WednesdayApril 15 | ThursdayApril 16 | FridayApril 17 | SaturdayApril 18 |
| **7:00 am – 11:00 am** \_\_\_ | **7:00 am – 11:00 am**  \_\_\_ | **7:00 am – 11:00 am**  \_\_\_ | **7:00 am – 11:00 am**  \_\_\_ |
| **11:00 am – 3:00 pm** \_\_\_  | **11:00 am – 3:00 pm**  \_\_\_ | **11:00 am – 3:00 pm** \_\_\_ | **11:00 am – 3:00 pm**  \_\_\_ |
| **3:00 pm – 7:00 pm** \_\_\_ | **3:00 pm – 7:00 pm** \_\_\_ **3:30 pm – 7:30 pm** \_\_\_  | **3:00 pm – 7:00 pm**  \_\_\_  | **2:00 pm – 6:00 pm**   \_\_\_ |

Please indicate in no more than two sentences why you wish to attend the NCPH conference, and what you think the volunteer experience will add:

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

Do you have any special skills or interests that we should know about (e.g. AV proficiencies, customer service, event coordination, etc.)?

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By signing below, I agree to dress appropriately (business casual) and to conduct myself professionally during my volunteer time. I acknowledge that the information given above is accurate and that I am at least 21 years of age. I have disclosed any special needs and certify that I am in good health and have no medical condition preventing my safe participation in the conference activities. I commit to work the time arranged between NCPH staff and myself, and I agree to notify NCPH staff at least two (2) weeks in advance if for some reason I am unable to work. If I do not give adequate notice and am unable to work a shift during the conference, I will reimburse NCPH my registration fee.

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

Signature – electronic or print Date

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

Printed Name

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NCPH staff will notify you of your selection and shift time by February 18, 2015. You will also receive a volunteer orientation email a few weeks prior to the conference. If NCPH fills all volunteer positions prior to receiving your application, you will be notified of your placement on the volunteer waitlist. If you have questions please contact Meghan Hillman, Volunteer Coordinator, at meghillm@iupui.edu or (317) 274-4146. I do not give adequate notice and am unable to work a shift during the conference, I will reimburse NCPH my registration fee.