



**THE JUNIOR LEAGUE OF
FORT WORTH, INC.®**

Women building better communities

255 Bailey Avenue

Fort Worth, Texas 76107

**PLACEMENT CRITERIA AND APPLICATION
2011 – 2012**

Volunteers will be available June 1, 2011 - May 31, 2012

Deadline: Tuesday, June 1, 2010

Please submit by email to the following addresses:

aflack@tpg.com

and

TiffanyKruse@comfortkeepers.com

If you have questions or need additional information please contact the following:

Abigail Flack
Placement Co-Chair
aflack@tpg.com
817-808-6933

Tiffany Kruse
Placement Co-Chair
Tiffany_Kruse@neimanmarcus.com
817-913-0577

Please note this application is for Volunteers Only

JLFW Mission Statement

*The Junior League of Fort Worth, Texas, Incorporated is an organization of women committed to promoting voluntarism, developing the potential of women, and improving communities through the effective action and leadership of trained volunteers.
Its purpose is exclusively educational and charitable.*

PLACEMENT CRITERIA

The Junior League of Fort Worth Placement Committee selects volunteer opportunities to fit our members' vastly different needs and interests, while at the same time supporting the mission of the League. We try to provide opportunities that will both utilize member strengths and talents and support the needs in our community.

The Junior League of Fort Worth, Inc. is continuously looking for placements that provide a variety of choices for our members. Each Junior League of Fort Worth member currently completes 50 volunteer hours per year (or job completion) at their assigned agency/program between June and May of the following year.

If selected as a placement each agency must agree to place at least one article with photos on their website, newsletter or other media outlets highlighting our Junior League Volunteers at their agency/program. We ask that the agency send publications to us as they occur.

In return, the agency/program will be highlighted on our website and in our newsletter publication, The Lariat, which is distributed to all League members and designated community leaders. These articles will be shared with you as they occur.

Each agency must attend the Community Placement Fair that is held in January of each year. This is an opportunity to meet our Junior League of Fort Worth members and provide insight into your program and volunteer offerings for the following year.

The ever-changing needs of the community and the Junior League membership require us to review, evaluate and select placements an annual basis.

EACH AGENCY/PROGRAM MUST SUBMIT AN APPLICATION ANNUALLY TO BE EVALUATED FOR THE FOLLOWING YEAR. IF AN APPLICATION IS NOT SUBMITTED, YOUR VOLUNTEER OPPORTUNITY WILL NOT BE REVIEWED.

PLEASE NOTE THE FOLLOWING:

INDEMNITY CLAUSE

The League and all of its members, officers, directors, and employees ("League Indemnities"), including, without limitation, any League indemnities sitting on the Board of Directors of Recipient, as provided in Section III.D. hereof, shall not be held liable for any acts or omissions, of whatsoever nature, of the Recipient, its agents, assigns, employees, or contractors, and Recipient shall indemnify, defend and hold harmless the League for any action brought against the League due to such acts or omissions, even if such acts or omissions are caused in whole or in part by the negligence of the League

KEYS TO A SUCCESSFUL PLACEMENT

- Supports the Junior League mission, membership interest and community need
- Proves to be a effective/successful program in the community
- Offers an unique program to the community
- Provides benefit to many
- Displays history of enthusiastic and happy volunteers
- Provides volunteers the appropriate orientation and training to complete the assigned tasks
- Provides enough work for several League members to fulfill their required hours
- Allows League members to work together
- Provides flexible schedules including:
 - Day, night and weekend hours
 - Morning and evening hours
 - Summer, Fall and Spring Work Concentrations
- Provides various locations around the city

PLACEMENT APPLICATION

Placement Year: 2011 - 2012

Agency/Organization: _____

Address: _____

City: _____ Zip: _____

Contact Person and Title: _____

Phone: _____ Email Address: _____

Contact Person that will serve as the Junior League Volunteer Coordinator if different from above: _____

Phone: _____ Email Address: _____

Program Name: _____

Program Location: _____

Total Number of JLFW Volunteers Requested: _____

Briefly describe purpose/mission of your agency/organization:

Have you ever applied to the JLFW for volunteers? If so, when: _____

Were volunteers granted? _____yes _____no

If volunteers are presently being used, are their responsibilities the same as those being requested in this application?

Placement Information and Description

If you have multiple volunteer offerings please answer the following questions for EACH opportunity on a separate sheet of paper (please just copy and paste these questions into a new page)

List volunteer job description and briefly describe specific duties:

Estimate the number of volunteers needed for position:

Describe how Junior League of Fort Worth volunteers' participation will enhance this project:

What impact will Junior League of Fort Worth volunteers make in your organization and the local community by participating in this opportunity:

Identify skills that can be gained by volunteers completing this opportunity:

Identify volunteer skills or requirements needed to fulfill this opportunity:

Describe training for League volunteers (training hours count toward 50 hour commitment):

Would Junior League Volunteers be working alone or have the ability to be with other League members, Staff and/or other Community volunteers in this role:

What procedures are in place to track and report volunteer hours:

What time of day can Junior League Volunteers complete their service hours (please be specific and include ALLI daytime, evening and weekend opportunities):

What time of year would our volunteers serve your agency/program (please be specific and indicate if this opportunity is seasonal, year round or follows the academic school year):