

**Questionnaire for Volunteers: Interests and Experience**

*Thank you for your interest in volunteering. In order for our team to try to utilize your time and talents effectively, please take a few minutes to help us to get to now you better.*

**1. Personal Information**

Date: .....

Full Name: ...

Telephone – Daytime: ( ... ) ... - ....

( ... ) ... - ....

Telephone – Evening: ( ... ) ... - ....

( ... ) ... - ....

E-address(es): .....

Mailing address: .....

Current career/employment/status: .....

Are you *a member of the UNA*? ..... Yes; ..... No    Becoming an official member helps us, and plugs you into UNA more fully. See "Donate Now" on <http://unac.org/get-involved/>

**2. Availability**

a) Please indicate the *time of day* that you are normally available or not available (e.g., morning, afternoon, and/or evening) and the *day(s) of the week* that you are usually available. This information may well change for you and require you to *keep us up to date*.

Note that during most of the year, we hold ***a monthly business meeting***. While it is not necessary to attend these meetings to be a volunteer, it is a way of learning what others are doing and of contributing to reviews and planning. We normally hold these meetings on a *Tuesday, Wednesday or Thursday* evening. Would any of these evenings (not) work to for you?

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**3. Experience and Interests**

a) Why would you like to volunteer with the UNA's local Branch (e.g., interest in public or world affairs, seeking particular experience, career aspirations, or other reasons)?

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b) Please indicate below those areas of activity in which you might like to participate, if you have particular interests, by adding an "X" beside each area that interests you.

... Research & Reporting (contributing to NCRB's planning and production of educational materials by tracking news about the UN and its activities globally)

... Communications (with input from other volunteers, maintaining our web-site, publishing a semi-annual newsletter & possible series of e-bulletins, and cultivating the news-media)

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... Events (helping to organize public activities on our own and with like-minded groups, and liaising with other groups in the community about their plans)

... Schools & Students (working with youth, teachers, and educational entities, e.g. Scouts)

... Fund-raising (finding ways to exploit our other activities to recover costs and generate Modest funds for new projects)

... Administrative (including mass mailings and other periodic but essential tasks)

c) Please indicate which of the following general topics you are most interested in and add details if you wish (see also question "d").

... Development and Disaster Relief: .....

... Ecology and Environment: .....

... Human Rights: .....

... Peace and Security: .....

... Other (please specify): .....

d) In addition to what you have shared with us above, are there specific issues in world affairs or activities of the UN that interest you?

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e) Do you have any previous experience working with non-profit groups (school, church, other) and/or in the above-mentioned fields and issues?

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f) Please list any experience or special skills that you could bring to us.

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g) Please list any experience or special skills that you would like to acquire or develop.

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h) Other information or comments? .....