



# VOLUNTEER APPLICATION

DATE \_\_\_\_\_

[Ms./Mr./Mrs./Dr.] First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_

### Reference

(Personal or business) \_\_\_\_\_ Phone \_\_\_\_\_

### Emergency Contact

\_\_\_\_\_ Phone \_\_\_\_\_

### Work Status:

Canadian Citizen

Permanent Resident

Student Visa     Working Holiday     Visitor Visa

Please indicate the approximate date your VISA will expire \_\_\_\_\_

Are you over the age of 18 years old?     Yes     No, I am under the age of 18 years old.

\* You must be 18 years of age or older to volunteer at the Japan Foundation, Toronto.

How did you hear about volunteering at the Japan Foundation?

Why are you interested in volunteering with the Japan Foundation?

What skills or experience do you have that would help with volunteering?

### Spoken Languages:

English     Japanese     Other [Please Specify] \_\_\_\_\_

What volunteer activities are you interested in?

Gallery Monitor    Event help    Library    Mail-outs & Labeling

Online Japanese Conversation Volunteer (computer required) \*Please complete page 2 for this position

How often can you volunteer?    Once a week or more    Occasionally

### Gallery Monitor:

Monday and Thursday: 11:30-14:00    , 14:00-16:30 (2.5h)    , 16:30-18:30 (2h)

Tuesday, Wednesday and Friday: 11:30-14:00    , 14:00-16:30 (2.5h)

Saturday: 11:00-13:30 and 13:30-16:00 (2.5h)

### Events (Lectures, film showing etc.):

Weekdays between 17:30 and 22:00 (Approx. 2.5h – 4h)

Weekends between 11:30 and 22:00 (Approx. 2.5h – 4h)

### Library:

Monday-Friday 2:00pm-4:30pm (2.5h)

\* By filling out this application form, you are giving JFT permission to collect your personal information for the purpose of sending volunteer appeals and JFT newsletters via email. Please notify the Volunteer Coordinator if your contact information changes. You may ask us to delete your personal information from JFT database at any time. JFT will keep volunteer records for 3 years from volunteer sign up date or the last shift whichever is latest, and if the volunteer is inactive for more than 3 years, JFT will discard volunteer's personal information and records. The JFT will keep your information confidential. It will be used for administrative purposes only. If you have any questions, please contact the Volunteer Coordinator, **Melanie Muir: 416.966.1600 ext. 230 OR [melanie\\_muir@jpf.go.jp](mailto:melanie_muir@jpf.go.jp)** Thank you!

If you ticked "Online Japanese Conversation Volunteer" please complete page 2 as well.



## Online Japanese Conversation Volunteer

### When can you volunteer?

Monday to Thursday:

18:00-19:00      18:30-19:30      19:00-20:00      19:30-20:30      20:00-21:00

Have you ever studied/taught Japanese Language before? If yes, please explain.

Have you ever participated in a Japanese language class or conversation circle before? If yes, please explain.

### Language abilities: JLPT (N )

Spoken: English: Native	Fluent	Intermediate	Basic communication
Japanese: Native	Fluent	Intermediate	Basic communication
Reading: Japanese: Native	Fluent	Intermediate	Basic communication

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