

Summer 2018

Thank you for your interest in volunteering with the NVRC summer daycamp program!

**Volunteer criteria:**

- Minimum age of 14 years (unless you have completed the pre-teen youth leadership program)
- Volunteer Application Form (online application)
- Daycamp Preferences Form
- Police Information Check
- Two references
- Volunteer Agreement
- Photo Release Form
- Sign up for a daycamp orientation session

Attendance at one of these sessions is MANDATORY prior to volunteering (even if you have volunteered in the past). Returning 2017 camp volunteers can choose to attend the refresher training session on June 20 or attend one of the new volunteer orientation sessions. To register please call (604)987-PLAY.

Wed. June 20 <sup>th</sup>	6 pm to 8 pm	Barcode: 396557	Returning vols.
Sat. June 23 <sup>rd</sup>	1 pm to 4 pm	Barcode: 402525	New volunteers
Sat. July 14 <sup>th</sup>	1 pm to 4 pm	Barcode: 396555	New volunteers
Sat. July 21 <sup>st</sup>	1 pm to 4 pm	Barcode: 396558	New volunteers

**Step 1:** Complete the application form.

**Step 2:** Please provide a minimum of two references by either:

- having two referrals complete the reference template on your behalf
- or use reference letter(s) that you have already
- providing your references' contact information for us to contact on your behalf (which in our experience often takes longer)

**Step 3:** If you are under 19 years of age please complete the volunteer agreement form and have your parent witness it.

**Step 4:** Submit the police information check (PIC) to the RCMP. The North Vancouver RCMP is located on 14<sup>th</sup> street between Lonsdale and St. Georges avenues.

- Present your Volunteer Letter (The request for the PIC) to the RCMP.

- You must apply for your PIC in the jurisdiction in which you reside. If you live in North Vancouver, you may apply in North Vancouver. If you reside in Burnaby, you must apply in Burnaby, etc. If you live outside of North Vancouver and are applying please contact me to provide a letter for you to accompany the Police Information Check.
- The RCMP requires at least 4 weeks advance notice to process applications. We cannot guarantee that you will be able to participate in your activity unless we receive the processed PIC back.
- The RCMP will require **two** pieces of identification to complete the CRC. If you do not bring them with you, you will not be able to apply. Acceptable ID: Go Card (student ID), Passport (in English only), Drivers License, Birth Certificate, Citizenship Card, Nexus Pass, Student or Work Visa (NOT a Visa Credit Card), BCID Card, Permanent Residence Card, Firearms Acquisition Certificate. Note: Care Cards and Social Insurance Number Cards are not acceptable forms of ID.

**Step 5:** Once your forms are completed, please hand in ALL YOUR FORMS TOGETHER. You can return the application package to the front office of any recCentre and ask for it to be forwarded to "Meh at Volunteer Resources" at Delbrook Community Recreation Center.

If you volunteered in 2017 you DO NOT NEED to complete your forms again. ONLY COMPLETE and submit the daycamp preference form. Your forms from last year will still be active.

Do not hesitate to call or email anytime with questions. Please contact volunteer resources department at (604)983-6345 or [najakm@nvrc.ca](mailto:najakm@nvrc.ca). Once again, thank you for your interest in volunteering with the NVRC summer daycamp program and we look forward to seeing you.

Yours truly,

A handwritten signature in black ink, appearing to read "M. Najak".

Meh Najak  
Volunteer Resources Programmer  
[najakm@nvrc.ca](mailto:najakm@nvrc.ca)  
(604)983-6345