

Telephone: 585-461-2000 x463  
Email: TechAge@jccrochester.org



## TechAge Volunteer Form

(Please return to TechAge at the Jewish Community Center  
1200 Edgewood Avenue, Rochester, NY 14618)

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Street \_\_\_\_\_

Town/City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Today's Date \_\_\_\_/\_\_\_\_/\_\_\_\_

As a volunteer, what would you prefer to do? Please prioritize your top 4 choices (1-4):

- \_\_\_\_\_ Teach computer use to small classes of seniors
- \_\_\_\_\_ Coach individuals either during classes or in an "open lab"
- \_\_\_\_\_ Maintain/manage hardware/software in the learning center
- \_\_\_\_\_ Help keep the center running (organizing, copying, phones, database update, meeting/greeting members)
- \_\_\_\_\_ Review, revise, create course material
- \_\_\_\_\_ Assist the social committee in planning events
- \_\_\_\_\_ Other

Would you be available to volunteer once a week for a few hours? (Y/N) \_\_\_\_\_

Which days(s)? Please circle. M / T / W / Th / F / Sat / Sun

Which time of day is best? Please circle. Morning / Afternoon / Evenings

Which months? Please circle Jan / Feb / Mar / Apr / May / Jun / Jul / Aug / Sep / Oct / Nov / Dec

Own a PC (Y/N) \_\_\_\_\_ MAC (Y/N) \_\_\_\_\_

Which operating system? \_\_\_\_\_

How familiar are you with the following? Which software package?

(1=know more than most) (2=solid casual user) (3=occasional user, basic functions) (4=have never used)

\_\_\_\_\_ Word Processing

\_\_\_\_\_ Spreadsheets

\_\_\_\_\_ Database

\_\_\_\_\_ Financial Management

\_\_\_\_\_ Publishing

\_\_\_\_\_ Digital Photography

\_\_\_\_\_ E-Mail

\_\_\_\_\_ Surfing the Net

\_\_\_\_\_ Other Applications \_\_\_\_\_

\_\_\_\_\_

Do you have:

1. Teaching experience? (Y/N) \_\_\_\_\_ If yes, please describe \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. PC hardware/software installation/maintenance experience? (Y/N)  
Please describe. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. People management experience? (Y/N)  
Please describe. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Writing/Editing/Media experience? (Y/N)  
Please describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Other experience which might be helpful? \_\_\_\_\_  
\_\_\_\_\_
6. What company do you presently work for, or what company did you retire from?  
\_\_\_\_\_

*Thank you for volunteering for TechAge. You will be receiving a call from one of the committee members about your preferences. We hope to be seeing you soon.*

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For office/committee use only

INITIAL CONTACT DATE \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

NOTES \_\_\_\_\_  
\_\_\_\_\_

SUGGESTED COMMITTEE \_\_\_\_\_

DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_