



Calgary Philharmonic Society
205 - 8th Avenue S.E.
Tel (403) 571-0270
Calgary, Alberta T2G 0K9
www.cpo-live.com

CPO VOLUNTEER PROFILE

Name:
Address:
City: Province: Postal Code:
Day Phone: Evening Phone:
Cell Phone: E-mail:

Age Range: Under 20 20-29 30-39 40-49 50-59 60-69 70+
T-Shirt Size Small Medium Large Extra Large
(optional)

AVAILABILITY: (Please indicate with a check mark)

Weekdays: Morning Afternoon Evening
Weekends: Morning Afternoon Evening

Any comments or information that you would like to share with us that could affect your volunteer work?

Three horizontal lines for comments.

EMERGENCY: In case of emergency, please notify:

Name:
Phone: Relationship:

AGREEMENT:

I agree to carry out my volunteer tasks in a reasonable and safe manner. I will abide by the guidelines of the Calgary Philharmonic Society. I understand the Calgary Philharmonic Society provides volunteer accident insurance; this does not include third party liability or Workers' compensation coverage.

Signature Date
Applicants under the age of eighteen are required to have a Parent / Guardian sign this form.

*For us to better understand your skills and personal interests please provide the following information:*

Education and Training: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**VOLUNTEER EXPERIENCE:**

Organization: _____	Organization: _____
Position: _____	Position: _____
Dates: _____ to _____	Dates: _____ to _____

Skills / Interests / Hobbies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you hear about CPO Volunteer opportunities?

\_\_\_\_\_

**REFERENCES:**

Type (Employment or Personal): _____	Type (Employment or Personal): _____
Name: _____	Name: _____
Phone: _____	Phone: _____

<b>FOR OFFICE USE ONLY</b>	
Date Received: _____	Received by: _____
Interviewers Comments: _____ _____ _____	
Forwarded to: _____	
Volunteer Start Date: _____	Entered in Database: _____

# VOLUNTEER JOBS AND DEPARTMENTS

<b>CPO Office</b>	
<input type="checkbox"/> Filing <i>(archiving)</i>	<input type="checkbox"/> Telephone Support <i>(event reminders, subscription campaign)</i>
<input type="checkbox"/> Data Entry	<input type="checkbox"/> Drivers <i>(airport / hotel transfers for CPO guest)</i>
<input type="checkbox"/> Marketing Research	<input type="checkbox"/> Distribution of Posters
<input type="checkbox"/> Assembling Packages/Mail Outs	

<b>Concert</b>	
<input type="checkbox"/> Ticket Distribution <i>(handing out tickets at concerts)</i>	<input type="checkbox"/> Raffle Ticket Sales <i>(cash handling)</i>
<input type="checkbox"/> Marketing Table <i>(subscription renewals, general information)</i>	<input type="checkbox"/> Development Table <i>(upcoming events, Artist Spotlight)</i>
<input type="checkbox"/> POPS in the Park <i>(June)</i>	
<input type="checkbox"/> Greet guests	
<input type="checkbox"/> Distribute tickets & programs	

<b>Special Events</b>	
<input type="checkbox"/> Cork & Canvas Wine & Art Festival <i>(Spring)</i>	
<input type="checkbox"/> Set-up /Take-down	
<input type="checkbox"/> Greet guests	
<input type="checkbox"/> Help with Auction	
<input type="checkbox"/> Benny The Bookworm Book Sale <i>(January – May)</i>	
<input type="checkbox"/> Sorting / pricing of books	
<input type="checkbox"/> Book sales	
<input type="checkbox"/> Driver	

**Other areas of interest:**

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Please return this form to

**Travis Wall, Development Administrative Associate**

Calgary Philharmonic Orchestra  
205 - 8 Avenue SE  
Calgary AB T2G 0K9

Ph: 403.571.0267  
Fax: 403.294.7424