



Volunteer

Get Involved...
Get Connected.

Providing Valuable Help to Faith Heritage School

Internal Volunteer Request Form

This form is to be used by Faith Heritage Faculty and Staff for the purpose of requesting volunteers. Please note: Requests should be made 3 weeks prior to the event. Volunteers may not be successfully secured if requests are made inside of that time frame. Please make any allowances for this.

Today's Date _____ Event Date _____

Name of Person Requesting Volunteers _____

Event _____

Number of Volunteers Requested _____ Begin Time _____ End Time _____

Volunteer Job Description (please list all duties and responsibilities)

Approved by _____ Date _____

(Immediate Supervisor's Signature)