

VBCCO Committee Chair Application

Virginia Beach Council of Civic Organizations

Fill in this form on your computer, save it, and email it with your resume to volunteerchair@vbcco.org. You can also apply online at www.vbcco.org/volunteer/committee-chair-application/.

1. Applicant Information

Name

Address

City

State

ZIP Code

Phone Number

Email Address

Your Civic League

2. Interest & Experience

Why are you interested in volunteering for the VBCCO?

Which committee would you like to chair?

☐ Communications

☐ Membership

☐ Volunteers

☐ Education

☐ Programs & Events

What skills or experience do you bring to this role?

Have you led a volunteer team or committee before? If yes, please describe.

Do you have any previous experience with city government or are you interested in obtaining a role within city government? (If yes, please explain.)

3. Availability & Commitment

Committee Chairs report to the VBCCO President. They lead their committee's work, promptly contact and onboard volunteers referred by the Volunteer Coordinator, give committee members clear assignments, check in with them regularly, and report the committee's progress to the President. Expected time: about 3 to 5 hours per week.

Are you able to meet these commitments?

☒ Yes

☐ No

Any scheduling constraints?

4. Availability for Interview

Days Available

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday

Hours Available

☐ Morning ☐ Afternoon ☐ Evening

5. References

Reference 1: Name

Phone

Email

Reference 2: Name

Phone

Email

6. Signature

I affirm that the information provided is accurate to the best of my knowledge. I understand that as a volunteer, I am representing VBCCO and will uphold its values of respect, cooperation, and community service.

Affirmation

☐ I affirm the statement above

Signature (type your full name)

Date

Please attach your resume and email this completed application to: volunteerchair@vbcco.org.