



German Cultural Center

# GCC Volunteer Form

Please fill out this form on line and **e-mail** it back to us at [program@german-institute.org](mailto:program@german-institute.org). Alternatively, you may print it out and **fax or mail** the completed form to us or **drop it off** in person at our facility.  
Tel: 404-892-2388 / Fax: 404-892-3832

Address: German Cultural Center, 1197 Peachtree Street NE, Colony Square, Plaza Level, Atlanta, GA 30361.

## 1) Tell us about yourself

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

## 2) Language Fluency (Please Check all that apply)

	Native Speaker	Fluent	Advanced	Beginner
German				
English				

Other languages (please list)	Native Speaker	Fluent	Advanced	Beginner

## 3) When would you like to help? (Please check all that apply)

(A) Regularly, a few hours per:

- Week
- Month
- Quarter

(B) At special events/festivals

## 5) How would you like to help?

(A) General Administrative Office Work

- Staffing GCC front desk
- Answering phones
- Computer and network maintenance
- Delivery help using own car
- Mailing projects

(B) Telephone Committee

- Language course related
- Fundraising and membership related

(C) Special Events (i.e. Weihnachtsfest, Wine Tasting, etc.)

- Set up/clean up
- Preparing/serving refreshments
- Selling/taking tickets

(D) Festivals (Midtown Arts Festival, Oktoberfest, etc.)

- Set up/take down booth
- Staffing a booth
- Hosting games/activities
- Selling raffle tickets/merchandise

## 4) When are you available?

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning							
Afternoon							
Evening							

## 6) What special skills/talents do you have that you think would benefit the GCC?

(i.e., technical skills, writing proof-reading skills, PR/marketing skills, affiliations with compatible organizations, working with children etc.)

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