



Urban Peak Colorado Springs  
423 East Cucharas Street  
Colorado Springs, Colorado 80903  
719-630-3223, ext. 22  
[vicki.patterson@urbanpeak.org](mailto:vicki.patterson@urbanpeak.org)  
[www.urbanpeak.org](http://www.urbanpeak.org)

Dear Prospective Volunteer:

Thank you for your interest in volunteering with Urban Peak Colorado Springs. Volunteers are involved with our agency in a variety of ways. We offer daytime, evening and weekend opportunities to meet your needs as well as the needs of our youth. The following volunteer opportunities are offered at Urban Peak; we also welcome your creative suggestions for ways you or your organization may be involved to enhance our services.

- **Mentoring Program** – Mentors are needed to help youth establish trust with adults, to advise them, and help them gain independence and exit the streets. The time commitment is 2 hours per week for 1 year. Mentors have the opportunity to give youth meaning and direction in their lives.
- **Youth Outreach** – Services are provided to young people living on the street or in abandoned buildings and have no other place to go. Outreach workers encourage youth to come to Urban Peak for services.
- **Non-direct services** – Help is always appreciated in serving on committees and assisting with special events, fundraising activities and administrative tasks.
- **The Place Volunteer** – Assist staff in operating the transitional housing facility, The Place, by preparing meals, interacting with youth and by providing recreational or educational activities. Daytime and evening shifts are available.
- **Entertain and Teach** – Share a special talent, provide entertainment, teach music, art or craft lessons.

Please review the enclosed information and feel free to contact our office if you have any questions. After receiving your volunteer application, we will contact you to schedule an interview. We look forward to meeting you and discussing ways you may help the youth in our community. We welcome your creative suggestions for ways you or your organization may be involved to enhance our services. We promise a fulfilling and rewarding experience.

Sincerely,

Vicki Patterson  
Volunteer/Mentor Program Coordinator  
719-630-3223 Extension 22

**Urban Peak's mission is to serve homeless and runaway youth. We provide youth with a safe, caring, stable environment and assist them in permanently exiting street life. Urban Peak believes in the potential of every youth to contribute to the world.**

## Process for Becoming an Urban Peak Volunteer

1. Fill out application and return to Volunteer/Mentor Coordinators.
2. Obtain two references and mail to the Volunteer/Mentor Coordinators.
3. Schedule an interview with Volunteer/Mentor Coordinator by calling 630-3223, ext. 22.
4. All volunteers who work in The Place with food are required to obtain a TB test.

TB tests can be obtained at the **El Paso County Health Department, 301 S. Union Blvd., Colorado Springs, CO 80910**. Tests are administered at the following times:

**Monday: 1-3 PM; Wednesday: 11 AM – 1 PM; and Friday: 9-11 AM.**

You will need to return to the Health Department to have the results read within 48 to 72 hours.

5. Complete the volunteer training program.
6. If required, get fingerprinted and submit fingerprints with the appropriate fee to Urban Peak for a background check. Fingerprints may be obtained at the location listed below. Processing fee is \$17.50 (or \$39.50 if you have not been a resident of Colorado for at least 2 years). Scholarships are available if you are unable to pay for the background check. You may fill out information on the card ahead of time; don't sign your name.

### **Colorado Springs Police Station**

705 South Nevada, Colorado Springs, CO 80903

(719) 444-7464 Cost: \$15.00 Hours: 8 to 4 (closed 11:30 – 1:00) M - F

## Requirements

1. Must enjoy working with a high risk, adolescent population.
2. Volunteers who work directly with youth must be over 21.
3. Must maintain confidentiality.
4. Commitment varies with interest and volunteer role. Mentors must commit for one year.



### **FROM OUR CLIENTS:**

“UPCS has given me a safe place of residence and helped me to maintain sobriety. The staff here actually cares for us. Everything you have done for me in the time I've been here has made me a better person.”

“When I came to your program I was 16, homeless, shy, alone and scared. I didn't know anyone and I didn't care to meet anyone. I started off kinda quiet and not very outgoing; that soon changed. You all were so nice to me. You provided for me both physically and mentally and most of all emotionally.”

The mission of Urban Peak Colorado Springs is to serve homeless and runaway youth. The primary goal of Urban Peak Colorado Springs is to provide homeless youth with a supportive, safe and stable environment so that they may achieve stability, self-sufficiency and independence and permanently exit street life. Urban Peak Colorado Springs believes in the potential of every young person to contribute to our community.

## **History of Urban Peak**

Urban Peak Colorado Springs (UPCS) was incorporated in 2000 in response to an identified need for services supporting runaway and homeless youth in the Pikes Peak region. Initially located at Catholic Charities' Marian House, we began offering services ranging from street outreach to case management. These services expanded to meet the changing needs of homeless youth as the agency matured. From its inception, UPCS identified a need to provide shelter services to its clients due to the extremely limited availability of emergency shelter or housing options in the Pikes Peak region appropriate for homeless and runaway youth. In 2003, we purchased a property southeast of downtown Colorado Springs that would allow for the expansion of UPCS' programs. This facility (named The Place) opened in December 2004, and serves as a 20-bed transitional housing program, consolidated services site, and administrative offices for UPCS.

In November of 2004, UPCS was honored to receive the Award for Excellence in Youth Development from the El Pomar Foundation. In its sixth year of operation, we remain the only organization in the Pikes Peak region that provides transitional housing, outreach, and case management services exclusively to homeless and runaway youth ages 15 to 21.

## **Programs**

Urban Peak Colorado Springs provides runaway and homeless youth with a full continuum of services. As their needs change, UPCS responds by changing its services to meet those needs. UPCS currently operates the following programs:

- Transitional Housing and Case Management**—provides shelter, meals, and support services for youth
- HUD Supported Housing Program**—provision of low cost apartment housing for youth with disabilities
- Section 8 Housing Program**—administers low cost apartment housing for youth who were previously in foster care.
- Employment Assistance**—provides job training and placement service
- Education**—provides on-site GED program
- Medical Clinic**—provides on-site medical clinic
- Volunteer Program**—assists with street outreach, tutoring, administrative and fundraising activities

## Urban Peak Volunteer Application

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

PHONE: (H) \_\_\_\_\_ (W): \_\_\_\_\_ (CELL): \_\_\_\_\_

BEST TIME YOU CAN BE REACHED: \_\_\_\_\_

CAN WE CALL YOU AT WORK? \_\_\_\_\_ D.O.B.: \_\_\_\_\_

HOW LONG HAVE YOU BEEN A RESIDENT OF THE STATE OF COLORADO? \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_

name

phone

If you are interested in volunteering at **Urban Peak Colorado Springs** please contact Vicki Patterson. **Phone:** 719-630-3223, ext. 22 **E-mail:** [vicki.patterson@urbanpeak.org](mailto:vicki.patterson@urbanpeak.org) **Fax:** 719-630-3250

### Background Information

Please list the last three places you have worked, most recent first:

Employer	Phone Number	Job Title	Nature of Work	Dates Employed

Please list any previous volunteer experience:

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With which community organizations, if applicable, are you involved?

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What is your educational background?

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Please list any special skills, training or hobbies:

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Have you ever been convicted of a crime? \_\_\_\_\_ If yes, please explain:

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Do you speak Spanish? \_\_\_\_\_ Fluently? \_\_\_\_\_

**Commitment**

Are you willing to commit to one year? \_\_\_\_\_ If no, explain:

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Are you willing to go through a training period before volunteering? \_\_\_\_\_

Are you willing to be fingerprinted? \_\_\_\_\_ If no, explain:

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**Placement**

What days and hours are you available to work:

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If you already know, please check the areas in which you are most interested in volunteering:

Shelter: \_\_\_\_\_ Meal Preparation: \_\_\_\_\_ Outreach: \_\_\_\_\_ Fundraising: \_\_\_\_\_  
Special Events: \_\_\_\_\_ Mentoring: \_\_\_\_\_ Tutoring: \_\_\_\_\_ Computer Lab: \_\_\_\_\_

Do you have:

Your own transportation? Yes \_\_\_\_\_ No \_\_\_\_\_  
Liability insurance? Yes \_\_\_\_\_ No \_\_\_\_\_  
Valid CO Driver's License? Yes \_\_\_\_\_ No \_\_\_\_\_

**I agree that everything in this application is true to the best of my knowledge and that Urban Peak may contact my references and past employers and use my fingerprints to conduct a police background check.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Urban Peak Colorado Springs  
 423 E. Cucharras Street  
 Colorado Springs, CO 80903  
 www.urbanpeak.org

### *Reference Form*

Volunteer Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

The above mentioned person has applied to serve as a volunteer with Urban Peak, a center for homeless and runaway youth. Volunteers are trained to work directly with the youth in a variety of capacities. As a protection to the youth, character references are required for all volunteers. **This information will be kept confidential.**

Please complete this form as thoroughly as you can and return it as soon as possible. Mail or fax it to the Volunteer Coordinator at the address below. If you have any questions or comments, please feel free to call the Volunteer/Mentor Coordinator, Vicki Patterson, 719-630-3223 Extension 22.

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Your name: \_\_\_\_\_ Phone# \_\_\_\_\_

1. How long have you known the applicant?
2. What is your relationship to the applicant?
3. Does the applicant follow through on projects?
4. How does the individual interact with others, especially youth?
5. Would you recommend the applicant for a position that includes working closely with youth?
6. What are the applicant's strengths?
7. What are the applicant's weaknesses?
8. Is the applicant able to keep information confidential?
9. Do you know of any reason this person should not be allowed to work with young people?
10. Please state anything you know about the applicant that would particularly qualify or disqualify him/her for the position. Please use the back of this sheet.

*Please Fax to 719-630-3250 or return to:*

**Urban Peak Colorado Springs**  
**Attn: Vicki Patterson**  
**423 E. Cucharras Street**  
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Colorado Springs, Colorado  
80903

**CRIMINAL BACKGROUND CHECK**

Urban Peak is a licensed homeless youth shelter. As such, we are required to conduct background checks on employees and some volunteers (depending upon assignments) including fingerprints. Conviction of a crime does not necessarily mean that you are not eligible for employment or volunteering. The nature of the crime is the critical information.

*If you falsify the information you give here or in any other part of your application, Urban Peak may terminate you for cause. Further, Any applicant who knowingly or willfully makes a false statement of any material fact or thing in the application is guilty of perjury in the second degree as defined in Section 18-8-503, C.R.S., and, upon conviction thereof, shall be punished accordingly.*

Please answer **all** questions completely.

1. Have you ever been convicted of a misdemeanor?  Yes  No  
If yes, please give the dates, reason, and sentence.

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2. Have you ever been convicted of a felony?  Yes  No  
If yes, please give the dates, reason and sentence.

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3. Have you ever been listed on the Child Abuse Register?  
 Yes  No If yes, please give dates and reason.

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\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature