

# 香港社區組織協會 Society for community Organization (SoCO)

與弱勢並肩，為公義行動！ For people, we care; For justice, we act!

## 團體義工申請 Organization Volunteer Application Form

填寫本表格前，請先細閱本機構之義工須知；

Please read our 'Guide to Volunteers' before completing the form.

### (一) Particulars of the group 申請團體資料

Name of the group 團體名稱: \_\_\_\_\_ (中) \_\_\_\_\_ (English)

Contact person 聯絡人姓名: \_\_\_\_\_ Position 職位: \_\_\_\_\_

Address 地址: \_\_\_\_\_

Contact no. 電話: \_\_\_\_\_ Fax 傳真: \_\_\_\_\_

Email address 電郵地址: \_\_\_\_\_

### (二) Suggested Service Proposal (Please use 1 -5 to indicate your preference in order of priority)

服務建議（請用數字顯示合作意願，“1”為最想合作）

- |   |   |
|---|---|
| <input type="checkbox"/> A 貧窮兒童工作         | Underprivileged Children Project                    |
| <input type="checkbox"/> B 籠屋、板間房、劏房工作    | Housing Project                                     |
| <input type="checkbox"/> C 貧困長者工作         | Elderly Poverty Project                             |
| <input type="checkbox"/> D 社區教育工作（展覽、出版等） | Community Education (Exhibition / Publication etc.) |
| <input type="checkbox"/> E 籌款工作           | Fund Raising Project                                |

### 建議詳情:

Date 日期: \_\_\_\_\_ Time 時間: \_\_\_\_\_

Venue 地點: \_\_\_\_\_ No. of volunteer 義工人數: \_\_\_\_\_

Service Target 服務對象: \_\_\_\_\_ No. of service target 服務人數: \_\_\_\_\_

Suggested service details 建議服務內容: \_\_\_\_\_

### (三) From where do you know SoCO 從何處認識香港社區組織協會？

\_\_\_\_\_

Organization Chop and authorized sign

團體蓋印及負責人簽署: \_\_\_\_\_ Date 日期: \_\_\_\_\_

## 團體義工申請流程

### 遞交申請表 Submission of Application

1. 向職員遞交； Submit to a staff
2. 電郵至 Email to : [socohkg@gmail.com](mailto:socohkg@gmail.com)
3. 傳真至 Fax to : 2761 3326

僅內部使用：(Internal use only)

職員收表日期：\_\_\_\_\_

統籌職員聯絡日期：\_\_\_\_\_

計劃同事聯絡日期：\_\_\_\_\_

兩星期內回復

Receive confirmation of application  
within two weeks of application

如有適合服務與團體合作，社工將於 1 個月內聯絡團體負責同事並作出安排。具體服務形式需由社工與團體具體商議。

If the desired role is available, the application would be successful. The accepted parties would be informed within one month of application.

如暫時沒有適合服務與團體合作，社工將 1 個月內告知義工。

If one's role is temporarily unavailable, they would be informed of the unavailability. They shall receive the notification of rejection within one month of application.

- 義工如有任何疑問，歡迎致電 2713 9165 或 電郵至 [socohkg@gmail.com](mailto:socohkg@gmail.com) 查詢。
- Should you have any questions, feel free to call 27139165 or email us at [socohkg@gmail.com](mailto:socohkg@gmail.com).