

**KEENE STATE COLLEGE – ALUMNI  
VOLUNTEER SKILLS/INTERESTS ASSESSMENT FORM**

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

E-mail Address (preferred) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Graduation Year(s): \_\_\_\_\_ Major(s)/School(s): \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Company Name: \_\_\_\_\_

Business Title: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Thank you for your interest in volunteering! Alumni volunteers bring their skills, expertise and passion to the work of the College. Many opportunities are available throughout the year. To best understand who you are – your skills, your areas of interest – and to identify volunteer activities for you, please complete this form.**

**Specific Volunteer Opportunities**

Detailed information about various opportunities can be found at <http://www.keene.edu/alumni/volunteer.cfm>

**Identifying Specific Skills & Interests**

To help identify volunteer activities that will match your interests and skills, please check the appropriate columns below:

**Activity Interests**

An **interest** is something that intrigues you or positively motivates you (i.e., something you like to do). Not every interest is supported by a skill. You may wish you could play the piano or snowboard, but lack the skill to do so.

Alumni Board (elected)

Alumni Board Committee

Alumni Trustee (elected)  
Career Advising/Support  
Career Mentoring  
Class Communications  
Class Notes Secretary  
Class Reunion Planning  
Classroom Presentations  
Communications  
Computer Support  
Driving (on and/or off campus)  
Elderly Support  
Event Planning  
Event Setup  
Fundraising  
Golden Circle  
Grant Writing  
Graphic Design  
Greeting/Hosting  
Hearing Impaired Support

History/Archives  
Homecoming Planning Committee  
Hosting events in my area  
Interviewing (Career Prep.)  
Legislative Support  
Office Support (General)  
Performing Arts  
Photography  
Resume Reviews (Students/Alumni)  
Reunion Planning Committee  
Scholarships  
Sight Impaired Support  
Social Networking  
Special Needs Support  
Speaking (On and/or off campus)  
Student Support (General)  
Visual Arts  
Web Design/Development

## **Personal Skills**

A **skill** is something you do well (e.g., ability, a competence, a talent, a capacity). Not every skill, however, is supported by an interest. Some of the things you do well, you may do for survival reasons, or because you have to; e.g., balancing a checkbook.

Artist  
Baking  
Calling  
Data Entry  
Decorating  
Driving  
Editing  
Event Planning  
Filing  
Fundraising

Gardening  
General Maintenance  
Grant Writing  
Graphic Design  
Greeting (Event support)  
Hearing Impaired Support  
Mail Prep (folding, sorting, stuffing)  
Musician  
Office support (general)  
Photography

Public Speaking

Reception

Registration

Sewing

Sight Impaired/support

Tour Guide

Tutoring (Subject: \_\_\_\_\_)

Typing

Visitations

Website Design

Woodworking

Writing

List any Keene State College department(s) group or activity with which you have a particular interest or connection. (ie. Music Department, Habitat for Humanity, Teaching/Student Teachers, RAs, Greek Organizations)

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Is there additional information you wish to add that would help us match you with opportunities?

**When completed please send form to:**

BY MAIL: Kay MacLean  
 Keene State College  
 Alumni and Parent Relations Department  
 229 Main Street  
 Keene, NH 03435-2701

BY FAX: (603) 358-2400

BY E-MAIL: [kmaclean@keene.edu](mailto:kmaclean@keene.edu)

***Thank you for your interest. We will be in contact shortly.***