

# VOLUNTEER APPLICATION

## PERSONAL INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Street Address \_\_\_\_\_ Apartment # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Work Phone Number \_\_\_\_\_

Other Number \_\_\_\_\_ Is it ok to call you at work? Yes / No

The minimum age requirement to volunteer with Riverbanks is age 18.

## EMERGENCY CONTACT

1. Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_ (other #) \_\_\_\_\_

2. Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_ (other #) \_\_\_\_\_

**CURRENT EMPLOYMENT STATUS** (Please check one)  Full-time  Part-time  Retired  Other \_\_\_\_\_

If you are employed, please list your current employer below:

Company Name \_\_\_\_\_ Title \_\_\_\_\_

Brief Job Description \_\_\_\_\_

## EDUCATION

Please list the highest level of education reached and any skills or additional training: \_\_\_\_\_

Are you currently a student?  Yes  No If yes, please list where and location \_\_\_\_\_

What is your major area of study? \_\_\_\_\_ Are you interested in a non-paid internship?  Yes  No

**AREA OF INTEREST** Please check area(s) you are interested in below:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> <u>Education Department</u>   | <input type="checkbox"/> <u>Animal Care</u>  | <input type="checkbox"/> Horticulture (Tues and/or Thus 8:30-12:00) |
| <input type="checkbox"/> Docent*                       | <input type="checkbox"/> Birds               | <input type="checkbox"/> Pony Ride                                  |
| <input type="checkbox"/> Animal Caretaker              | <input type="checkbox"/> Mammals             | <input type="checkbox"/> Lorikeet Aviary                            |
| <input type="checkbox"/> Teacher Assistant             | <input type="checkbox"/> Aquarium/Diving     | <input type="checkbox"/> Guest Services                             |
| <input type="checkbox"/> Summer Assistant              | <input type="checkbox"/> Reptiles/Amphibians | <input type="checkbox"/> Maintenance                                |
| <input type="checkbox"/> Counselor-In-Training (CIT)** |  | <input type="checkbox"/> Special Events                             |
|  |  | <input type="checkbox"/> Other (please list) _____                  |

\* Training program required

\*\*CIT for high school students age 15 and up

**AVAILABILITY** Please check the time of day and months you are available to volunteer each week.

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>
<input type="checkbox"/> Morning						
<input type="checkbox"/> Afternoon						

## MONTHS AVAILABLE

January  February  March  April  May  June  
 July  August  September  October  November  December

**VOLUNTEER QUESTIONS** (Please attach an additional sheet if needed)

1. Why are you interested in volunteering at Riverbanks Zoo and Botanical Garden?
2. Do you have previous zoo or garden experience? Yes / No If yes, please list the location, a description of your experience and the dates of volunteering or employment.
3. Do you have any special talents or interests that would be helpful as a volunteer? For example, sewing, construction, master gardener, etc.
4. Are you a Riverbanks Society Member? Yes / No
5. Are you able to commit to volunteering one day per week for a minimum of 4 hours? Yes / No
6. Are you willing to follow Riverbanks uniform policy? This policy will require you to purchase your own Riverbanks nametag, ID and uniform shirt\*. Yes / No
7. Are you able to commit to volunteering for a minimum of six months? Yes / No
8. How did you hear about our volunteer program? \_\_\_ *Riverbanks Magazine* \_\_\_ Web Page  
\_\_\_ Co-worker \_\_\_ Friend \_\_\_ Volunteer \_\_\_ Staff \_\_\_\_\_ Other

\*Nametag and ID cost is \$10. Shirts range in price from \$6 to \$20 depending on size and style.

**VOLUNTEER AGREEMENT**

To insure that the level of Riverbanks' operation with regard to public service, animal health care and internal operation will be of the highest order possible, I hereby agree to faithfully meet my volunteer obligations. In the event that personal conflicts prevent me from meeting my obligations, I will notify the Volunteer Manager as far in advance as possible.

I understand that the quality of the Riverbanks Zoo and Garden depends on the quality of its employees and its volunteers. I also understand that this quality is maintained through a system of performance evaluations. I agree to participate and cooperate with this evaluation system and to abide by the decisions of the Volunteer Manager with regard to the continuation of my service to Riverbanks.

**VOLUNTEER WAIVER**

In consideration of the acceptance of my request to serve as a volunteer with Riverbanks Zoo and Garden, I do hereby for myself, my heirs, executors and assigns, waive, release and forever discharge the Riverbanks Park Commission and the Riverbanks Zoo and Garden and their respective Commissioners, officers, agents, representatives, successors and assigns (herein after referred to as "Releases") from any and all loss, liability, rights, claims and damages to person or property, whether or not such injury, loss or damage is caused by the negligent acts or omissions of the "Releases" which I may have or which may hereafter accrue to me against them, or any of them, from my said association with, or participation in and/or arising out of my traveling to, or returning from my volunteer activities with the Riverbanks Zoo and Garden.

I understand that a zoo contains wild animals and an effort is made so that they may live in a natural habitat. As a volunteer for Riverbanks Zoo and Garden, I recognize the fact that I assume risks when working with such wild animals.

I agree and consent to serve as a volunteer with Riverbanks Zoo and Garden and further agree that I am not to be regarded as an employee of the Riverbanks Park Commission or entitled to any benefits or status of employment.

I certify that the statements on this volunteer application are true and accurate. I understand that I will not be paid for my services as a volunteer.

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

Please return application to: Volunteer Manager, Riverbanks Zoo and Garden  
P.O. Box 1060, Columbia, South Carolina 29202

803.602.0800 • 803.253.6381 fax • rreeves@riverbanks.org • www.riverbanks.org

**DISCOVER THE ADVENTURE...VOLUNTEER**