

Volunteer Application

What We Look For In Our Volunteers/Interns

RESPONSIBILITY / RELIABILITY -- The animals, staff and other volunteers rely on you to be here at a certain time on certain days. If you are unable to make your shift, we need to know with enough time to make other arrangements. If you don't show up, the work does not get done and the animals will not get the quality of care that they deserve. Be respectful.

SENSITIVITY / RESPECT -- Be sensitive to the animals needs. Being quiet around them helps to lower their stress level. There are always times when people forget, they talk loudly around or to the animals or forget to cover a cage. No one is perfect. We are all human, and we all make mistakes. We are not asking you to be perfect, just mindful of your actions.

NOT SQUEAMISH -- Some people are squeamish. If you are one of those people, let us know so we don't give you a job that makes you uncomfortable! There are many jobs that need to be done and can be held aside – from folding the laundry, answering the phone, to organizing paperwork. It may take time to get used to some of the things that are involved with the care of the animals. Let us know if you are squeamish, and if you start to lose that squeamishness, let us know that too! When an animal comes in you may be dealing with blood and bad injuries. Some animals may die overnight and must be removed from the cage the next morning. Dead fish and mice as well as bugs are used in the feeding of animals. And in this field of work you are guaranteed to be dealing with a lot of poop, literally! Some things make us uncomfortable, and that is understandable. Just let a staff member know. Other things need to be dealt with, no matter how unpleasant; that is the nature of the work.

OPEN COMMUNICATION -- This field of work can be a stressful and depressing one. There are times when you may just want to cry, and others when a co-worker may. Remember that we are all in this together, and that if something is bothering you or you are uncomfortable with anything, that you are always able to talk to a staff member about it. If you are burned out or need a break, talk to the Volunteer Coordinator about it. We have all been there, and we all understand!

GOOD LISTENERS -- Following directions is important not only for the safety and well being of the animals, but also the safety and well being of you and those around you. There are procedures that need to be followed, and rules that need to be recognized and respected. If you disagree or don't understand something (NO MATTER WHAT), talk to a staff member. The rules and regulations are there for a reason and need to be followed.

BEING OBSERVANT -- You are the eyes, ears and voice for the animals. Look for signs of diarrhea, fur/feather loss, limping, cloudy eyes, fighting, emaciation, loss of appetite, off behavior, or anything that strikes you as abnormal. Don't be afraid to mention something, no matter how small. The baby squirrel just didn't seem himself today, the hawk didn't eat 2 of his 3 mice, or the seagull was just sitting there, anything. Write it on the treatment sheet, this is how we notice trends, and tell a staff person. Follow your gut, and if it feels wrong, mention it!

FLEXIBILITY -- Our jobs here at the center vary and at times we all just have to pitch in and help wherever we can. Being flexible helps ease the load for everyone. You will help us by being willing to do whatever needs to be done, and in turn, you will learn more skills, allowing you a wider variety of tasks to choose from.

Please fill out the following information in its entirety. Be aware that **you must be 16 years or older** to volunteer for **Emerald Coast Wildlife Refuge**. We ask for a **\$25 donation from all volunteers**. This money will fund the publishing of volunteer manuals, t-shirts, and other volunteer services.

Name (please print clearly)		Preferred Name
Home Phone	Cell Phone	Work Phone
Email Address	Date of Birth (MM/DD/YYYY)	Date of last Tetanus shot
Street Address	City	State Zip
Physical/Medical Limitations		

Emergency Contact Person _____
 Relationship to you _____ Daytime phone _____

☞ Why are you interested in volunteering for Emerald Coast Wildlife Refuge?

☞ For what position(s) do you wish to be considered?

- Animal Care
- Foster Care
- Gift and Thrift Store Attendant
- Fundraising—Grant Writing
- Fundraising—Special Events
- Education-Outreach
- Other _____

☞ Where did you hear about this volunteer opportunity?

☞ Have you had any other volunteer experience? If yes, please describe:

☞ Have you had any experience similar to the position for which you are applying? If yes, please describe: _____

Other relevant skills, such as foreign language, carpentry, etc.:

Highest level of education achieved. Please circle:

High School	1	2	3	4	
College	1	2	3	4	Degree _____
Graduate	1	2	3	4	Degree _____
Other	_____				

Employment Background:

Current/Former (*circle one*)

Employer	Position		
Street Address	City	State	Zip
Supervisor Name/Title	Phone		
Duties			

Employer	Position		
Street Address	City	State	Zip
Supervisor Name/Title	Phone		
Duties			

Please provide two references to whom you are not related:

Name _____ Relation _____ Phone _____

Name _____ Relation _____ Phone _____

Supplemental Questions:

The following questions are specific to certain volunteer positions. Please answer only those that apply to your skills or to the type of volunteering you are hoping to do at the ECWR.

Grant Writer

Do you have experience writing grants and for what type of industry? In order for us to get a feel for your writing style, please provide an original one or two paragraph piece about an experience you have had with wildlife.

Education-Outreach

Do you have a reliable mode of transportation?

Have you ever been convicted of a crime that would not allow you to work with persons under the age of 18?

To be completed by all applicants:

As a volunteer for Emerald Coast Wildlife Refuge...

1. I will uphold the standards and policies of the Emerald Coast Wildlife Refuge and the Volunteer Program. I understand that my failure to do so may result in my dismissal from the Volunteer Program.
2. I will conduct myself with dignity, courtesy and consideration and will endeavor to make my work of the highest quality.
3. I will be punctual and conscientious in the fulfillment of my duties. If for any reason I am unable to serve at the assigned time, I will notify my coordinator and try to exchange shifts with another volunteer.
4. I will follow proper procedure with any problems, criticisms and/or suggestions that I may have as stated in the Volunteer Manual.
5. I am aware that if I am accepted for a position that works with wildlife, there are certain risks inherent in working with wildlife, including scratches, bites, and zoonotic diseases.

Print Name _____

Signature _____ Date _____

ASSUMPTION OF RISK AND RELEASE FORM

In consideration for being allowed to participate as a volunteer in programs sponsored by Emerald Coast Wildlife Refuge for the rehabilitation and care of wildlife, the undersigned waives, releases and discharges any and all claims for damages for death, personal injury (including, but not limited to, exposure to zoonotic and infectious diseases), or property damage which the undersigned may have, or which may subsequently accrue to the undersigned, as a result of the undersigned’s participation in any program involving or sponsored by ECWR and/or as a volunteer for ECWR, in whole or in part. Also, ECWR from time to time provides volunteers with information and, on occasion, supplies, in an effort to instruct individuals who request information about the care and treatment of injured or orphaned wildlife that those individuals are caring for as registered ECWR volunteers. In consideration for receiving such information and/or supplies, the undersigned waives, releases and discharges any and all claims for damages for death, personal injury including, but not limited to, exposure to zoonotic and infectious diseases or property damage which the undersigned may have, or which may subsequently accrue the undersigned, as a result of the undersigned’s involvement with the rehabilitation and care of wildlife and as a result of any information and/or supplies provided by ECWR, in whole or in part.

The undersigned acknowledges that the ECWR Rabies Vector Species protocols have been provided and are understood, and that a failure to follow these protocols resulting in a RVS to human bite may result in the euthanasia of the RVS for testing.

This Assumption of Risk and Release Form is intended to discharge in advance the ECWR and its agents, employees and related companies or organizations from and against any and all liability arising out of or connected in any way with the undersigned’s participation in any program of the ECWR as a registered volunteer of the ECWR who receives information and/or supplies from the ECWR, in whole or in part, including without limitation, rehabilitation sessions for wildlife, even though such liability may arise out of negligence or carelessness on the part of ECWR or its agents, employees or related companies or organizations.

The undersigned understands that serious accidents occasionally occur in working with wildlife, and that participants in such activities occasionally sustain mortal or serious personal injuries and/or damage to personal property as a consequence thereof. Knowing the risks of such activities, the undersigned still agrees to assume those risks and to release and hold harmless ECWR and its agents, employees and related companies or organizations from any and all damages and damage claims.

It is further understood and agreed that this Assumption of Risk and Release Form is to be binding on the undersigned’s heirs and assigns.

Date _____

Print Name _____

Signature _____

Witness: _____