



**Woodbury County Conservation Board**  
4500 Sioux River Road ~ Sioux City, IA 51109-1657

Phone: 712/258-0838  
Fax: 712/258-1261  
www.woodburyparks.com

**Volunteer Application**  
Woodbury County Conservation Board

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Number Street City Zip

Date of Birth: \_\_\_\_\_ Soc. Sec. No.: \_\_\_\_\_ Married: Yes \_\_\_ No \_\_\_

E-mail address: \_\_\_\_\_

Driver's License No. and Expiration Date: \_\_\_\_\_

Is this license currently valid: Yes \_\_\_ No \_\_\_ Do you have transportation: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Please list and explain any other names you have used: \_\_\_\_\_

List any languages, other than English, which you speak fluently: \_\_\_\_\_

List any special skills, training, interests or hobbies that may be useful in volunteering:  
\_\_\_\_\_  
\_\_\_\_\_

Medical problems we should be aware of: \_\_\_\_\_

Educational background: High School Diploma/GED: Yes \_\_\_ No \_\_\_

College \_\_\_\_\_ Degree received \_\_\_\_\_

Volunteer experience: \_\_\_\_\_  
\_\_\_\_\_

Days available for volunteer work: Su M Tu W Th F Sa

Preferred hours you are available per day: \_\_\_\_\_

Date you would be available to begin work: (earliest date) \_\_\_\_\_ to (latest date) \_\_\_\_\_

**Work experience (most recent first):**

EMPLOYER                      ADDRESS                      SUPERVISOR                      POSITION/DUTIES                      FROM/TO

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

How did you hear about the Volunteer Program: \_\_\_\_\_

Have you ever been issued a citation, been arrested, and/or convicted of a crime? Yes\_\_\_ No\_\_\_

If you are under 18, have you ever been referred to Juvenile Court? Yes\_\_\_ No\_\_\_

Is there anything in your past, which might disqualify you from functioning as a volunteer?

Yes\_\_\_ No\_\_\_ If yes, describe briefly: \_\_\_\_\_

**List two personal references other than family:**

NAME                      ADDRESS                      PHONE                      RELATIONSHIP

1. \_\_\_\_\_
2. \_\_\_\_\_

In case of emergency, please contact:

Name \_\_\_\_\_ Phone No: \_\_\_\_\_

Relationship to Volunteer: \_\_\_\_\_

Do you have medical insurance: Yes \_\_\_ No \_\_\_

Name of Company: \_\_\_\_\_ Policy No. \_\_\_\_\_

## RELEASE/WAIVER

As a volunteer for a position with the Woodbury County Conservation Board (WCCB), I am willing to furnish information for use in determining my qualifications. In this connection, I authorize release of any and all information that you may have concerning me, including information of a confidential or privileged nature.

I hereby release you, your organization, or others from liability or damage that may result from furnishing the information requested.

I understand that for security reasons, a basic clearance check will be conducted. Further background information will be requested only if a specific volunteer assignment calls for a full security check.

In consideration of being permitted to participate in **Volunteers In Woodbury County Conservation Board**, I, for myself, my spouse, legal representatives, heirs and assigns, do hereby release, waive and discharge the County of Woodbury County, Iowa, its officers and employees of each of them, referred to as Releases, from all liabilities to me, my spouse, legal representatives, heirs and assigns for any and all loss or damage and any claim or damages resulting therefrom, on account of injury to me or my property, while associating with the WCCB in this activity.

I hereby assume full responsibility for the risk of bodily injury, death or property damage due to the negligence of Releasees or otherwise while actually participating in this activity.

I expressly agree that this release and waiver is intended to be as broad and inclusive as permitted by the laws of the State of Iowa, and that if any portion thereof is held invalid, I agree that the balance shall, notwithstanding, continue in full legal force and effect.

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

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

Parent/Guardian: \_\_\_\_\_

(If volunteer applicant is under 18 years of age)

## Volunteer Position Descriptions

**Please indicate the types of Volunteer work which interest you & the area you are interested in:**

Little Sioux Park\_\_\_\_ Brown's Lake\_\_\_\_ Snyder Bend Park\_\_\_\_  
Southwood Conservation Area\_\_\_\_ Dorothy Pecaut Nature Center\_\_\_\_  
Stub Gray Shooting Range\_\_\_\_ Other Area (list) \_\_\_\_\_

\_\_\_\_ **Behind the Scenes—Indoors.** Assisting in the Nature Center (DPNC) by answering phones, computer data entry; inventory gift shop merchandise; refill brochure areas; library upkeep; mailings; or other varied projects.

\_\_\_\_ **Docent.** Gives introductions for scheduled groups, provide visitor information; lead informal tours of the Junior League Legacy Gallery-Exploring Fragile Giants (DPNC), monitor self-guided groups to ensure safety of exhibits and visitors.

\_\_\_\_ **Educational Volunteer.** Provides special programs for school groups and youth, with or without the naturalist staff. Requires special training; must enjoy working with children. Special consideration given to retired educators and persons with experience working with youth education programs.

\_\_\_\_ **Special Events Volunteer.** This category includes helping with public programs offered by the DPNC and possibly other park areas, spring plantings, Nature Calls fundraiser or other group projects.

\_\_\_\_ **Trail Patrol.** Hike the trails on a regular basis to report problems; greet trail users; pick up litter; provide minor raking, pruning and trimming as needed; spread woodchips and maintain trail surfaces. Maintain the trails at the nature center and other park areas by assisting with special trail work days. Sections of trails can be adopted by individuals or groups. Training required.

\_\_\_\_ **Maintenance.** Maintains indoor and outdoor areas. Performs light carpentry; fills and/or repairs feeders; cares for the animals in the exhibit area; cleans the 400-gallon aquarium (DPNC); painting; special clean-up days or other seasonal projects.

\_\_\_\_ **Gardener.** Assist with landscaping and caring for our wildflower and butterfly gardens. Includes planting, watering, and weeding plants.

\_\_\_\_ **Park Maintenance.** General maintenance that may include mowing, cleaning, trash pickup, controlled burns, etc. Duties to be determined by Park Resource Manager.

\_\_\_\_ **Range Safety Officer.** Must be at least 21 years of age and completed the *Range Safety Officer* certification. Greet range users, assist with proper registration, review & explain range rules, take notes & report violations or issues to Resource Manager. Duties determined by Resource Manager.

Please return this application to Dorothy Pecaut Nature Center, 4500 Sioux River Road, Sioux City, IA, 51109-1657. Fax: 712-258-1261. Attention: Volunteer Coordinator

**VOLUNTEER POSITION AGREEMENT**  
**Woodbury County Conservation Board**

I, \_\_\_\_\_, agree to give \_\_\_\_\_  
hours every \_\_\_\_\_ as a \_\_\_\_\_,  
(position description)  
with the Woodbury County Conservation Department under the direction of  
\_\_\_\_\_ in calendar year 20\_\_\_\_.

It is understood that my services will not be compensated monetarily, but that the provisions of Worker's Compensation will apply and that I will be personally exempt from liability arising from my services as a volunteer except that resulting from my intentional misconduct. It is further understood that I will be eligible for remuneration for certain direct expenses arising from my employment as a volunteer. These would primarily include reimbursement for special transportation and meals accrued during the course of scheduled program efforts at any of the Woodbury County Conservation Board park areas.

I also understand that I will:

1. Be punctual and reliable.
2. Notify my supervisor as soon as possible if delayed or unable to keep my schedule.
3. Keep all data confidential.
4. Ask the staff when I have any questions.
5. Make suggestions.

In return, the Woodbury County Conservation Board agrees to:

1. Provide volunteer with an orientation course as well as adequate job training.
2. Review volunteer performance on a regular basis, and keep account of volunteer hours.

\_\_\_\_\_  
Volunteer's Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Conservation Department Representative Date: \_\_\_\_\_