



Sulphur Creek Nature Center

1801 D Street Hayward, CA 94541
(510) 881-6747



Dear Applicant,

Thank you for your interest in volunteering at Sulphur Creek Nature Center. Volunteers play an important role in enabling Sulphur Creek to provide valuable services to both our community and to wildlife.

Sulphur Creek's volunteer program operates year round, including weekends and holidays. Most general volunteers start in the winter when there is more time for training. However, before applicants can begin volunteering they must attend a volunteer orientation. Volunteers will then need to go in for fingerprinting prior to starting work. At the time of the orientation a \$40.00 processing fee is collected. This fee may be waived for applicants facing a financial hardship. Once training is completed, we schedule our volunteers to work a maximum of one day a week for 2-4 hours as openings come up. Due to the amount of training we invest in every new volunteer, we also ask for a one-year commitment. Part of the attached volunteer application will ask for the days and times that you are available to volunteer. Sulphur Creek's volunteer schedule is as follows:

Morning Shift 8:30 AM - 12:30 PM
Afternoon Shift 1:00 PM - 5:00 PM
Evening Shift 3:00 PM - 7:00 PM (from mid-spring through summer only)

****If you are a student and are available to volunteer after school, write in the time you can arrive on the application. ****

Your application will be held for one year. When filling in your application, please list all days and hours that you can be available to work. This will better enable us to schedule you as soon as an opening occurs. Please bring or mail this application to Sulphur Creek Nature Center, 1801 D Street, Hayward CA 94541.

We apologize in advance if we do not contact you in a timely manner. Seasonally we receive several applications, sometimes requesting the same hours. If you do not hear from us within one month, please call us regarding the status of your application.

Again, we appreciate your interest in volunteering at Sulphur Creek.

Thank you!



Fox



Peregrine



Robins



Coyote



Volunteer Application - Hayward Area Recreation and Park District (HARD)

1099 E Street, Hayward, CA 94541 • (510) 881-6700 • www.haywardrec.org

Continuing to Create Community Through People, Parks, and Programs

(For office use only)
Last Name _____

First Name _____

Program _____

Fingerprinted/Date _____

Name: _____

Last

First

Middle

Address: _____ City & State: _____ Zip: _____

Home Phone: (____) _____ Work Phone: (____) _____

Cell Phone: (____) _____ E-mail Address: _____

1. Do you have a volunteer assignment in mind? Please select the programs that interest you most:

- | | | | | |
|--|---------------------------------------|---------------------------------------|--|-------------------------------|
| <input type="checkbox"/> Aquatics | <input type="checkbox"/> Art | <input type="checkbox"/> Camps | <input type="checkbox"/> Dance | <input type="checkbox"/> Golf |
| <input type="checkbox"/> Nature Programs | <input type="checkbox"/> Older Adults | <input type="checkbox"/> Parks | <input type="checkbox"/> Photography | |
| <input type="checkbox"/> Programs for Disabled | | <input type="checkbox"/> Sports—Adult | <input type="checkbox"/> Theatre Arts/ Drama | |
| <input type="checkbox"/> Youth Programs | <input type="checkbox"/> Undecided | <input type="checkbox"/> Other: _____ | | |

2. Do you have any special skills or training (such as computers, dance, singing) that you can share?

3. What is your current employment status?

- Employed full or part-time Student Retired Work in home Self-employed
 Other. If employed, please list employer and profession. If student, please list grade and school. _____

4. What is your highest level of education completed?

- High school graduate Some college College graduate Graduate degree

5. Comments or other information you wish to share: _____

6. When are you available to work?

- | | | | |
|------------|----------------------------------|------------------------------------|----------------------------------|
| Monday: | <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon | <input type="checkbox"/> Evening |
| Tuesday: | <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon | <input type="checkbox"/> Evening |
| Wednesday: | <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon | <input type="checkbox"/> Evening |
| Thursday: | <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon | <input type="checkbox"/> Evening |
| Friday: | <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon | <input type="checkbox"/> Evening |
| Saturday: | <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon | <input type="checkbox"/> Evening |
| Sunday: | <input type="checkbox"/> Morning | <input type="checkbox"/> Afternoon | <input type="checkbox"/> Evening |

Emergency Contact Information

Name of person to contact & relationship

Phone number: _____

Volunteer Declaration

- I hereby certify that all statements made in this application are true. I hereby declare under penalty of perjury that any information provided is true and correct.
- I agree and understand that misstatements or omissions of materials or facts herein may forfeit my rights to volunteer and H.A.R.D. may immediately cease allowing me to perform voluntary services, without notice. In seeking to be accepted as a H.A.R.D. volunteer I understand that my volunteer assignment may be terminated at any time, without notice.
- I hereby agree to indemnify and hold H.A.R.D. harmless from any and all claims, causes of action, suits, actions, damages, losses or liability arising out of volunteering or termination of my volunteer services rendered to H.A.R.D.

Signature _____ Date _____

Parent signature if volunteer is under 18 years old: _____

If under 18, what is your date of birth? _____



Volunteer Commitments and Policies



- I will perform only the duties described by the job description and/or my site supervisor or coordinator.
- I will always work with children in a location that is supervised by HARD staff and will notify the supervisor if I am ever asked to work in an unsupervised setting.
- I will not obtain phone numbers, e-mail addresses, or home addresses from children.
- I will not socialize with the children outside of the program.
- I will follow HARD rules and behave appropriately. I will support HARD policies.
- I will honor confidential information.
- I will be free of the influence of alcohol or illegal substances when volunteering.
- I will never purposefully endanger the life or health of a child.
- I will inform the supervisor of any changes in my address, phone numbers, or emergency contact. I will inform the supervisor if I will be absent or when I stop volunteering.
- I have read the above commitments and policies and understand that I may be dismissed at any time as a volunteer.

Volunteer Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____
(If under 18 years of age)

SULPHUR CREEK NATURE CENTER

Areas of Interest

Besides working with animals, Sulphur Creek Nature Center has many other operations. Below is a listing of the various jobs that are done, with a short description of each. Please take time to read these over and check those areas that you would be interested in.

_____ Wildlife Volunteer - Care for both resident animals living permanently at Sulphur Creek and injured or orphaned animals being rehabilitated. Duties include cleaning, feeding, and assisting the public with the Lending Library.

_____ Convalescent Hospital Visits - Participate with a team of volunteers that visits convalescent hospitals with live animals.

_____ Fundraising - Help organize and staff fundraising events and solicit donations.

_____ Wildlife Docent - Assist naturalists with educational programs. Duties include leading school and public tours, staffing booths at fairs, and helping at special events.

_____ Discovery Center Volunteer - Care for the reptiles, amphibians, fish, and arthropods in the Discovery Center. Duties include cleaning, feeding, setting up displays, and animal enrichment.

_____ Clerical Volunteer - Assist in answering phones, mailings, record keeping, computer data entry, and greeting the public.

_____ Gardener - Help maintain the wildlife garden and landscaped areas in the park.

For the above checked area, please list any special training or education you have that would help you out in these jobs. Also list any hobbies, special skills or "life-long interests" you might have that would be appropriate.

BIRTHDATE: _____

For Office Use Only

Called Date _____ by _____ Comments _____

 Date _____ by _____ Comments _____

Never returned call

Assignment Rehab Docent Clerical Vet
 Gardening Fundraising Museum Special Events

Orientation Date _____