



Lewis Ginter Botanical Garden
 1800 Lakeside Avenue
 Richmond, VA 23228-4700
 Volunteer Office Telephone: 804-262-9887 Ext: 335

Volunteer Application and Placement Form

Date: _____

Contact Information

Name: First _____ MI _____ Last _____

Address: _____

City: _____ Zip Code: (9 digits) _____ - _____

Phone: Home _____ Cell _____ Work _____

Email: _____ @ _____

Age: _____ Date of Birth: _____ (optional unless under 18)

Emergency Contact Name: _____ Relationship: _____

Emergency Contact Phone: Home _____ Cell _____ Work _____

Application Type

please check one of the following which best describes your volunteer type

- | | |
|--|--|
| <input type="checkbox"/> Middle School Student | <input type="checkbox"/> Court ordered |
| <input type="checkbox"/> High School Student | <input type="checkbox"/> Retired Adult |
| <input type="checkbox"/> Middle/High School Group Member | <input type="checkbox"/> Working Adult |
| <input type="checkbox"/> College student for class credit | <input type="checkbox"/> Business/Corporate Group Member |
| <input type="checkbox"/> College student for honor society/service group | |

Anticipated Volunteer Service

please check one of the following

- one time volunteer for special project for an extended period of time

Specifics: _____

Availability

please check all that apply

- I am Flexible Weekdays Weekends Daytime Nighttime Special Events

Specifics: _____

Areas of Interest

please check all that apply

- Admissions Children's Garden Conservatory Education Garden Guides
 Horticulture Library Membership Office Special Events Rose Garden

Educational Background

please check highest level attained

- | | | |
|--|--|---|
| <input type="checkbox"/> Middle School | <input type="checkbox"/> Some High School | <input type="checkbox"/> High School Graduate |
| <input type="checkbox"/> GED | <input type="checkbox"/> Some College | <input type="checkbox"/> Bachelor's Degree |
| <input type="checkbox"/> Graduate Degree | <input type="checkbox"/> Technical or Specialty School | |

Current Employment please check one of the following

- Student Presently Employed Unemployed Seeking Work
- Retired Homemaker Other

Work Experience please list the most recent and/or valuable

<i>Employer</i>	<i>Job Title or Duties</i>	<i>Length of Service</i>

Volunteer Experience please list the most recent and/or valuable

<i>Organization</i>	<i>Job Title or Duties</i>	<i>Length of Service</i>

What did you enjoy most about your previous volunteer experiences?

What did you like least about your previous volunteer experiences?

How did you find out about volunteering at LGBG?

Special Circumstances

Do you require any special assistance or accommodations? Yes (please explain below) No

Have you been convicted of a misdemeanor or felony in the past seven years (excluding traffic and parking violations)?

- Yes (please explain below) No

Offense: _____

Date: _____ Jurisdiction: _____

The statements made by me in this application are true and complete to the best of my knowledge. I understand that any willful misstatements or material omission on this application will be considered sufficient cause to disqualify me for volunteer opportunities at Lewis Ginter Botanical Garden.

Release Clause: During such times as I am a participant in the Lewis Ginter Botanical Garden Volunteer Program, I agree to assume full responsibility for such participation and release Lewis Ginter Botanical Garden from any damages which I may sustain thereby. I fully understand that if my services are no longer needed, or my performance is not acceptable, Lewis Ginter Botanical Garden has the right to terminate my services as required and without notice.

Signature of Volunteer Applicant: _____ Date: _____

If volunteer applicant is less than 18 years of age, a parent/ guardian must sign below:

Parent/Guardian Name: _____ Phone: _____

Signature: _____ Date: _____