



Theodore Payne Foundation for Wild Flowers and Native Plants, Inc.

VOLUNTEER APPLICATION

Thank you for your interest in volunteering at Theodore Payne Foundation.
Please print legibly. Information will remain confidential.

Printed Name		Birthdate	
Address		City	Zip
Home Phone	Mobile Phone	Email	
Emergency Contact & Phone <i>(required)</i>			
Best time(s) to contact you			
Physical Limitations			

Employer/school	
Address	
Phone	Okay to call if necessary? Yes / No
Title/Position/Grade or Year	
Highest Level of Education (High School students: please submit a 300 word essay on why you would like to volunteer at TPF)	

Volunteer Activities (Please check all that interest you.)

<input type="checkbox"/>	Gardening (weeding, raking, planting)	<input type="checkbox"/>	Propagation
<input type="checkbox"/>	Office (bookstore)	<input type="checkbox"/>	Computer (data entry, social media)
<input type="checkbox"/>	Sales yard (restocking, maintenance)	<input type="checkbox"/>	Membership renewals (mailing & stuffing)
<input type="checkbox"/>	Seed collecting (outdoors)	<input type="checkbox"/>	Presentations/public speaking
<input type="checkbox"/>	Seed room (preparation & cleaning)	<input type="checkbox"/>	Garden tour (docent, greeter, etc.)
<input type="checkbox"/>	Farmers' Market	<input type="checkbox"/>	Other (please specify):
<input type="checkbox"/>	Outreach (Earth Day and trade shows)	<input type="checkbox"/>	K-12 Education Docent

How experienced in gardening are you?

Feel free to give us a few details - favorite plant, challenges you've overcome in your garden, etc.

<input type="checkbox"/>	Beginner
<input type="checkbox"/>	Intermediate
<input type="checkbox"/>	Advanced

How experienced are you with native plants?

<input type="checkbox"/>	Beginner
<input type="checkbox"/>	Intermediate
<input type="checkbox"/>	Advanced

Office Use Only:

Date Rec'd:

Interview Date:

ENews

Vol. Orientation

Database

First Saturday

Rev. 11/2014

Tuesday	I am available between the hours of _____ and _____.	Are you fluent in any other language besides English? If so, which language(s)?
Wednesday	I am available between the hours of _____ and _____.	
Thursday	I am available between the hours of _____ and _____.	Are you willing to have a background check? Yes/No
Friday	I am available between the hours of _____ and _____.	
Saturday	I am available between the hours of _____ and _____.	
Sunday (Farmers' Mkt)	I am available between the hours of _____ and _____.	

How did you become interested in the Theodore Payne Foundation Volunteer Program?

Do you have any previous or current employment or volunteer experience that is relevant to TPF's mission statement?

Skills, Interests or Hobbies

Have you ever been convicted of a criminal offense (felony or misdemeanor)? If yes, state the nature of the crime(s), when and where you were convicted and the disposition of the case: (No one will be denied consideration because of a conviction. The nature of the crime, date of the offense and the surrounding circumstances may be considered.)

I understand the submitting an application does not necessarily guarantee admittance into the Theodore Payne Foundation's volunteer program. I agree to hold as absolute-ly confidential all privileged and/or sensitive information, which I may obtain directly or indirectly, concerning the "Foundation", its guests, and staff (including employees and volunteers), I agree that my services are donated to the "Foundation" without contemplation of compensation or future employment.

I certify that the answers given by me to the foregoing questions and statements are true, correct, and without omissions. I authorize the Theodore Payne Foundation for Wild Flowers and Native Plants, Inc. to investigate and/or verify the foregoing information and any other information which might assist it in determining my qualifications for volunteering. I release the "Foundation" and my former employers and all others from liability from damage which may result from such investigation, if upon such investigation, anything contained in this application is found to be untrue. I further agree to comply with all policies and procedures, as well as safety practices in all areas of the "Foundation" I understand that my volunteer status may be terminated at any time for failure to comply with policies and procedures of the "Foundation," including those of the volunteer program; for absence without notification; for reasons of unsatisfactory attitude, work, personal appearance, and/or for any other circumstances which, in the judgment of the "Foundation", would make my continued service as a volunteer contrary to their best interests. ANY PERSON WHO GIVES FALSE INFORMATION WILL BE SUBJECT TO IMMEDIATE DISMISSAL FROM THE VOLUNTEER PROGRAM.

Liability and Photo Release: Your signature and the completion and submission of this application to volunteer with the Theodore Payne Foundation indicates that you are aware that physical risks are associated with physical labor such as planting, weeding and spreading of mulch, generally working outdoors, and with other volunteer activities. You acknowledge that you are participating voluntarily in these activities, and you agree to release the Theodore Payne Foundation, its staff, members, and volunteers, from any liability arising from your participation in these activities. In addition, you agree to be photographed and release the use of your image without charge as a participant in the volunteer activities of the Theodore Payne Foundation.

Youth (under age 18): My parent/guardian is aware of my application to volunteer at the Theodore Payne Foundation. If under 14, volunteer must be accompanied by parent or guardian. I acknowledge that I have read and accept these conditions.

Signature:

Date:

Parent's Signature (if under 18)

Date:

Please drop off, mail, or email application to:
Attn: Volunteer Engagement, Theodore Payne Foundation for Wild Flowers and Native Plants, Inc.
10459 Tuxford Street • Sun Valley, California 91359 (818) 768-1802 ext 12 • volunteer@theodorepayne.org.