



## VOLUNTEER APPLICATION

Please fill out this application if you would like to volunteer with us.

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cityWILD relies on the generous contribution of time and expertise provided by volunteers who are engaged in supporting our dynamic youth programming in a variety of ways. Engagement opportunities include:

- Directly supporting participating youth as a program volunteer in our after school programs.
- Supporting program staff in the development of wilderness-based leadership activities.
- Assisting with critical resource development including fundraising and in-kind support.
- Assisting with essential administrative duties that ensure a strong infrastructure for our programs.

### **How much time is involved in volunteering with cityWILD?**

While some volunteer opportunities with cityWILD require a fixed schedule, many of our opportunities are flexible to meet the availability of our volunteers. We typically ask that volunteers contribute a minimum of 2 hours per week.

### **Benefits of Interning and Volunteering with cityWILD:**

Though cityWILD volunteer opportunities are unpaid, there are a number of benefits to working with us:

- Opportunities for hands-on youth development experience and training
- Opportunities to gain or build upon outdoor recreation and wilderness programming skills
- Individualized work plans to help you to meet your personal or professional goals
- A unique experience to put on your resume
- The opportunity to make a significant difference in the lives of youth

### **Training Requirements:**

cityWILD will provide all necessary training. The amount of training depends on the position and may include a specific training session or training on the job. Certifications in the following areas are a plus:

- CPR/First Aid
- Wilderness guide certifications

### **Other Requirements:**

- cityWILD requires all volunteers to consent to a full criminal background check annually.
- Volunteers must be over the age of 16.

### **Application Deadlines:**

Most volunteer opportunities are available on a continuous basis and there is no deadline for applying. Please complete the following application by email, fax, or mail.

#### **cityWILD**

**Mailing Address:** 1620 East 36<sup>th</sup> Avenue · Denver, CO 80205

**Email:** [jes@citywild.org](mailto:jes@citywild.org)

**Phone:** 303-227-6862 · **Fax:** 303-295-0482



**References:**

Please list the names of two references, not related to you, who can comment on your professionalism, work ethic, interpersonal skills, and/or your ability or desire to work with youth:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_ Length of time known: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_ Length of time known: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Interest Inventory:**

cityWILD is deeply committed to creating volunteer experiences that are mutually beneficial to the organization and the volunteer. Please review the following list of volunteer opportunities available. Please identify the sample areas in which you would like to work—it is ok to select activities in different work areas. Keep in mind your skills and experiences, as well as those skills you would like to further develop or experiences you would like to gain. If you are accepted as a volunteer, we will look at your preferences and the needs of cityWILD to create a specific work plan for you.

WORK AREA	SAMPLE ACTIVITIES
<b>Program Support</b>	<input type="checkbox"/> Assist with writing and editing of curriculum <input type="checkbox"/> Research curriculum resources <input type="checkbox"/> Translate curriculum chapters into Spanish or other languages <input type="checkbox"/> Facilitate activities with youth in after school or wilderness settings <input type="checkbox"/> Provide technical outdoor skills to participating youth or staff
<b>Communications</b>	<input type="checkbox"/> Assist with mass mailings, newsletters, and email communications <input type="checkbox"/> Social networking <input type="checkbox"/> Database management and maintenance <input type="checkbox"/> Film editing and film projects <input type="checkbox"/> Photo archiving and photography <input type="checkbox"/> Design outreach materials <input type="checkbox"/> Press releases and publicity
<b>Evaluation</b>	<input type="checkbox"/> Assist with data management system <input type="checkbox"/> Assist with input of evaluation data <input type="checkbox"/> Create evaluation summary documents
<b>Office /Admin Support</b>	<input type="checkbox"/> Assist with office maintenance projects (organizing, creating filing systems, etc.) <input type="checkbox"/> Provide technology support
<b>Fundraising and Resource Development</b>	<input type="checkbox"/> Assist with annual fundraising events <input type="checkbox"/> Research and assist with grant writing <input type="checkbox"/> Assist with phone bank activities <input type="checkbox"/> Assist with securing donated items and services <input type="checkbox"/> Assist in the development of the cityWILD donor program

If you do not see opportunities that are right for you, what else would you like to do as cityWILD volunteer?

## CRIMINAL BACKGROUND HISTORY AND BACKGROUND CHECK CONSENT

The safety of the students who participate in cityWILD programming is our highest priority. All volunteers are asked to submit the information necessary to conduct a criminal background check each year. This information will be kept strictly confidential. Each individual is considered on a case-by-case basis in determining disqualification based on criminal history; however, certain crimes that relate to the abuse or neglect of a child will be cause for immediate disqualification.

**If you have not lived at your current address for more than two years, please provide your previous address:**

Have you ever been convicted of or do you have any pending violations of law (any felony or misdemeanor classified as an offense against a person or family, public indecency or a violation involving a state or federally controlled substance) other than minor traffic violations?  Yes  No

**If yes, please explain:** (attach additional sheets if necessary)

**If you are over the age of 18, please read and initial each of the following paragraphs as indications of your agreement and provide the required information for your criminal background check:**

I, the undersigned, certify that all information provided on this application is accurate to the best of my knowledge. I understand that any misrepresentation on this statement will result in my immediate disqualification as a cityWILD volunteer. I understand that cityWILD will verify the information I have provided above. \_\_\_\_\_ (initials)

I give permission for cityWILD staff to request a full criminal background check as part of the screening for acceptance as a volunteer. This may include fingerprinting, verification of personal and employment references, as well as criminal check with the local and national authorities. \_\_\_\_\_ (initials)

Are you currently employed:  Yes  No

Name of current or most recent employer (if applicable): \_\_\_\_\_

Employer phone number: \_\_\_\_\_

I hereby release cityWILD, its board, as well as all providers of information, from any liability related to furnishing and receiving information related to arrests and convictions. Should any information in this application change, I agree to notify the cityWILD staff in writing within 30 days. \_\_\_\_\_ (initials)

Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

*Typing your name will be considered a signature.*

**Thank you for your application!**

You will be contacted within two business weeks regarding your application or a possible interview.

Though we will try our best to give feedback regarding denied applications, due to the number of applicants and issues of confidentiality, cityWILD reserves the right to deny an application without disclosing reasons for the decision.