



# GROUP VOLUNTEER APPLICATION

355 E. Bob Jones Road, Southlake Texas 76092  
 Phone: (817) 491-6333 Email: [admin@bjnc.org](mailto:admin@bjnc.org) Website: [www.bjnc.org](http://www.bjnc.org)

For **ONE-TIME**  
group volunteer  
projects only.

<b>ORGANIZATION/GROUP NAME:</b>	<b>DATE:</b>
<b>GROUP CONTACT NAME: (Must be an adult over 18)</b>	<b>TITLE OR POSITION:</b>
<b>MAILING ADDRESS:</b>	<b>APT#:</b>
<b>CITY:</b>	<b>ZIP:</b>
<b>HOME PHONE:</b>	<b>WORK PHONE:</b>
<b>OTHER PHONE:</b>	<b>EMAIL ADDRESS:</b>

**PLEASE LIST THE NAMES OF ALL VOLUNTEERS IN YOUR GROUP (If more space is needed please attach sheet):**

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

**PREVIOUS EXPERIENCE:**

HAS YOUR GROUP VOLUNTEERED WITH THE BOB JONES NATURE CENTER BEFORE? If yes, give project information, dates, and location:	YES	NO
HAS ANYONE IN YOUR GROUP BEEN A MEMBER OR VOLUNTEER WITH THE BOB JONES NATURE CENTER BEFORE? If yes, explain:	YES	NO
WOULD YOU BE INTERESTED IN FORMING A LONG TERM VOLUNTEERING PROGRAM WITH THE BOB JONES NATURE CENTER?	YES	NO

**HOW DID YOU HEAR ABOUT THE BOB JONES NATURE CENTER?**

**WHY DOES YOUR GROUP WANT TO VOLUNTEER WITH THE BOB JONES NATURE CENTER?**

**HOW LONG CAN YOUR GROUP COMMIT TO THIS VOLUNTEER OPPORTUNITY?**

Please list dates or the length of time you are interested in committing:

ONE-TIME:	WEEKLY:	MONTHLY:	SEASONAL:
-----------	---------	----------	-----------

**WHAT DAYS & TIMES CAN YOUR GROUP DEDICATE TO THIS VOLUNTEER OPPORTUNITY?**

Please list times and days you are interested in volunteering:

TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY

**GROUP CONSIDERATIONS?**

Mark all that apply:

AGE	PHYSICAL	HEALTH	MOBILITY	OTHER: _____
-----	----------	--------	----------	--------------

**PLEASE INDICATE THE TYPE OF ACTIVITY YOUR GROUP IS MOST INTERESTED IN:**

<input type="checkbox"/> Nature Center Improvement - <i>specify</i> _____ <input type="checkbox"/> Trail Maintenance _____ <input type="checkbox"/> Service Project - Weed Warriors _____ <input type="checkbox"/> Building/Facility Repair - <i>specify</i> _____ <input type="checkbox"/> Gardening/Planting _____ _____	<input type="checkbox"/> Special Interest Classes/Teaching a Hobby – <i>specify</i> _____ <input type="checkbox"/> Special Event/Fundraising – <i>specify</i> _____ <input type="checkbox"/> Office/Clerical Work – <i>specify</i> _____ <input type="checkbox"/> Service Project/Clean-up/Maintenance – <i>specify</i> _____ <input type="checkbox"/> Other – <i>specify</i> _____ _____
--	---

**VOLUNTEER COMMITMENT AND LIABILITY RELEASE**

“On behalf of our group, I certify that (1) the information on this application is correct; (2) we promise to fulfill the commitments made to the Bob Jones Nature Center; (3) we will abide by all BJNC policies, rules, regulations, and standards of conduct; (4) we release the BJNC, its employees, leaders, instructors, clients, and volunteers from any liability for loss or injury to the members of our group or property which may occur do to our negligence or other acts of omissions. I have read and understand this policy, have communicated this information to all group members and on behalf of my group, have the authorization to sign for all parties involved.”

➤ **SIGNATURE OF GROUP CONTACT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PHOTO/MEDIA RELEASE**

“On behalf of our group, I certify that we authorize the BJNC, without limitation, to copy, publish, exhibit or distribute photographs, video, &/or written testimonies of our volunteers for the purpose of reporting or promoting volunteerism and/or the BJNC programs. On behalf of all the members in my group, I have the authorization to waive all rights or claims I may have against your organization, and/or its agents, subsidiaries, or assignees related to the above media.”

➤ **SIGNATURE OF GROUP CONTACT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

*Thank you for taking your time to complete this application and for your interest in the Bob Jones Nature Center!*

**~ PLEASE DO NOT WRITE BELOW THIS LINE -- OFFICE USE ONLY ~**

Date received: _____	Reference Check: _____
Received by/how: _____	Background Check: _____
Interviewed By: _____	Date: _____
Comments: _____	



The Bob Jones Nature Center was founded by volunteers and we are always looking for eager and helpful people who love nature and our environment!

## Welcome to the Bob Jones Nature Center Volunteer Program

We've got a lot of exciting opportunities, events, and projects coming up at the BJNC this year and beyond. We want to help you connect to projects and roles that meet your needs – your time requirements, your skills and passions.

## Group Volunteer Guidelines, Policies and Procedures

- Groups accepted for volunteering will complete the Group Volunteer application identifying the volunteer project(s) prior to the start date of the stated project (2).
- Group volunteers must identify a Group Contact prior to the start of a project who will serve responsible for the safety and well-being of all group members. The group contact agrees to:
  1. Provide coordination and supervision for group while volunteering
  2. Ensure all members adhere to Nature Center rules, regulations and procedures
  3. Report to the Nature Center any behavior, actions, or language inappropriate for the established activity, location, or group which may endanger the health and/or well-being of the individual, other group members, or nature center visitors.
- Volunteer Opportunities for **youth ages 18 years and younger** are governed by applicable child labor laws. A responsible adult must accompany volunteers under the age of 18 at all times during the stated period of service work. If any members of your group are under the age of 18, a consent form completed by a parent or legal guardian must be completed and signed to complete the group application process. A completed form must be filled out for each individual under the age of 18. Download a BJNC Consent Form from [bjnc.org/volunteering](http://bjnc.org/volunteering).
- Volunteers are assisting the Bob Jones Nature Center grounds and facility. The Volunteers assume all risk associated with rendering such help. Volunteers understand and are aware of the risks associated therewith and voluntarily assume such risk.
- The Bob Jones Nature Center accepts the service of all volunteers with the understanding that approval for such service is at the sole discretion of the Nature Center. The Nature Center cannot guarantee volunteer placement. The Nature Center makes every effort to match volunteer applications to volunteer opportunities according to the needs of the Nature Center and the interest and availability of the volunteer(s).
- Volunteers agree that the Nature Center may at any time, for any reason, decide to terminate the volunteer's relationships with the Nature Center. Volunteer may at any time, for any reason, decide to sever the volunteer relationship with the Nature Center. Notice of such a decision should be communicated as soon as possible to the Nature Center staff.

Once the completed group volunteer application has been emailed, mailed, or brought to the center, **an orientation must be attended in preparation for volunteering.** Orientation is held on the 4<sup>th</sup> Saturday of every month at 2 pm until 3:30pm.

**Notification of Absence:** Please contact us as soon as possible if you are not able to fulfill your volunteer service for any reason – illness, scheduling conflict, ect.

**Valuables:** Please try to avoid bringing valuables with you to the Nature Center. Bob Jones Nature Center cannot be responsible for

**Volunteer Hours:** When you arrive, check in with BJNC staff so they know you have arrived. Document the time you arrived by signing-in and when you're done for the day sign-out so that we can keep track of your volunteer hours.