



Volunteer Application Form

Contact Information (strictly confidential, not shared or sold ever)

Name: _____ Date: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Primary Phone: _____ Alternate Phone: _____

E-mail: _____

Emergency Contact (will only be contacted in an emergency)

Name: _____ Phone: _____

Relationship: _____

Volunteer Opportunities (check any that interest you!)

☐ Nature Interpreter

☐ Board of Directors

☐ Fundraising

☐ Trail Maintenance

☐ Morrell Office Volunteer (MOVE)

☐ Dog Patrol

☐ Garbage Pick Up

Birthday: _____

(optional but we like to wish our volunteers a Happy Birthday!)

Education: _____

Work: _____

Full Time

Part Time

Retired

Unemployed

Prefer Not to Say

Business Owner/ Self Employed Business Name: _____

Volunteer Experience: _____

Special Skills or Relevant Expertise: _____

PLEASE READ & SIGN THE BACK

1. Application

I, the undersigned, understand that my volunteer position with the Morrell Sanctuary Society is contingent upon being a member of Morrell Sanctuary Society and the approval of this truthfully completed and signed volunteer application form. The information I have provided is subject to verification which may include a criminal background/ vulnerable sector check. I accept that if I am permitted to volunteer, I may be discharged for any misrepresentation and/or omission on this form. By signing this application, I am consenting to the collection, use, and disclosure of my personal information for the sole purpose of the Morrell Sanctuary Society.

2. Use of Information & Privacy

The main purpose for collecting personal information is to obtain insurance and for use in any necessary disciplinary proceeding. Your personal information will not be disclosed to third parties unless required by law. If you wish to know more about the privacy policies of the Morrell Sanctuary Society, please contact the office at (250) 753-5811 or email info@morrellnaturesanctuary.ca.

3. Criminal History

Have you ever been convicted of a criminal offense under the Criminal Code of Canada for which you have not received a pardon? YES ☐ NO ☐

Do you currently have charges pending? YES ☐ NO ☐

Do you have any current restraining orders? YES ☐ NO ☐

If yes to any of the above, please list the offense: _____

4. Training

The wellbeing and continuing existence of the Morrell Sanctuary Society, its programs and assets, depends on an adequate, well-motivated and trained volunteer force. Training and supervision of all volunteers is performed by qualified employees, volunteers, or another designated person(s).

5. Recruitment

Applicants must fully understand the aims and principles of the Society as set out in the Mission Statement and are approved as suitable candidates to carry out the various tasks for which they volunteer. Bearing in mind the interests of the volunteer, the Board of Directors or other designated person(s), in determining suitability, shall take into consideration the sensitivity of the task(s) involved, particularly those involving contact with the public and children. Also, the applicant's suitability for maintaining harmonious relationships with employees and volunteers which are critical to the success of the day-to-day operations and programs of the Society. All volunteers must understand their responsibilities and conduct themselves in a volunteer capacity while agreeing to seek direction from a Board Member, supervisor or employee when their knowledge, authority level, and/or ability exceeds a situation. The final decision on the suitability of an applicant and the tasks to which that person is assigned rest with any team leader (volunteer or employee) affected.

5. Disputes & Termination

Where the Board of Directors becomes aware of any failure of a volunteer to maintain standards of language, behavior and/or skills required by the Society or the assigned tasks, a full investigation will be conducted. This may include interviews with the source(s) who provided information, and the volunteer involved, to determine the extent of the problem and the course of action required to resolve it. If the matter involves a dispute between volunteers, both parties will be interviewed to resolve their differences amicably. If this proves impossible or in any other case where the Board considers that termination may be the only solution, the Board of Directors may first ask the person to resign before formal dismissal. Consideration may also be given whether to terminate his/ her membership in the Society.

I have read the MSS Volunteer Recruitment, Disputes & Termination Policy. YES ☐

NO ☐

SIGNED: _____ DATE: _____