



**MORRELL SANCTUARY SOCIETY**  
*For Environmental Education since 1984*  
**Volunteer Application Form**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_ EMERGENCY: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**VOLUNTEER POSITION**

- NATURE INTERPRETER
- TRAIL MAINTENANCE
- FUNDRAISING

**PLEASE CHECK ONE OR MORE**

- MENTOR PROGRAMS
- SPECIAL EVENTS
- BOARD OF DIRECTORS

RELATED EXPERIENCE (i.e. EDUCATION, WORK): \_\_\_\_\_

\_\_\_\_\_

VOLUNTEER EXPERIENCE: \_\_\_\_\_

\_\_\_\_\_

SPECIAL SKILLS (or resume), INTERESTS, HOBBIES: \_\_\_\_\_

\_\_\_\_\_

**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 review and approval of this truthfully completed and signed VOLUNTEER APPLICATION FORM. I realize that the information which I have provided is subject to verification which may include a criminal history check. I accept that if I am permitted to volunteer I may be discharged for any misrepresentation or omission on this form or as a result of the verification process.

Please Read and Fill out the Back

By signing this APPLICATION, you are consenting to the collection, use, and disclosure of your personal information for the sole purpose of the Morrell Sanctuary Society. The main use of the 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 and its members, please contact the office of the Morrell Sanctuary Society at (250) 753-5811.

## 2. SECURITY INFORMATION/RELEASE

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

If yes, please list offense \_\_\_\_\_

Read the MSS Volunteer Recruitment, Disputes & Termination Policy

Do you currently have charges pending? YES  NO

Do you have any current restraining orders? YES  NO

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

## VOLUNTEER RECRUITMENT, DISPUTES & TERMINATION POLICY

### GENERAL

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 volunteer coordinators.

### RECRUITMENT

A Volunteer Application Form must be completed. Potential volunteers must ensure that they fully understand the aims and principles of the Society as set out in the Mission Statement and are suitable persons to carry out the various tasks for which they volunteer. Bearing in mind the particular interests of the volunteer, the Board of Directors, in determining suitability, shall take into consideration the sensitivity of the task(s) involved, particularly those involving contact or interaction with the public and children. As well, their suitability respecting the need for maintaining harmonious relationships with any employees and between volunteers may be critical to the success of the day to day operations and programs of the Society. Understanding of their responsibilities as volunteers is paramount. The final decision on the suitability of a person as a volunteer and the tasks to which that person is assigned rests with any team leader affected, such as Trail Maintenance or Nature Interpretation.

### DISPUTES AND TERMINATION

In situations where the Board of Directors is advised or becomes aware of any failure by a volunteer to maintain standards of language, behavior or skills required by the Society or the tasks involved, they shall immediately conduct a full investigation, including interviews with the source or sources of the 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 should be interviewed in an attempt 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 to whether or not terminate his or her membership in the Society.