

**Bays Mountain Park & Planetarium
Volunteer Application**

**853 Bays Mountain Park Road
Kingsport, TN 37660 (423) 229-9449**

Volunteer Application Form

Please note volunteers must be at least 18 years of age. Return fully completed form to address above ATTN: Volunteer Coordinator or via email at baysmtnpark@gmail.com.

1. Personal Information (please print)

Last Name: _____ First Name: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Phone: (____) _____ - _____ Email: _____

Social Security Number: _____

Date of last Tetanus Immunization: _____

Are you between the ages of 18 and 65 years of age? Yes No

2. Emergency Contact

Name: _____ Relationship: _____

Phone: (____) _____ - _____ Mobile: (____) _____ - _____ Work: (____) _____ - _____

3. Education

School	Name of School	Highest Level Completed	Currently Attending
High School			
College			
Technical College			
Special Training or Skilled Received:			

Are you receiving academic credit for your volunteer work? No Yes, Hours Req. ____

4. Employment History

Employer	Job Title	From	To

Current Employment Status: Full-Time Part-Time Student Retired Unemployed

5. Volunteer Experience

Organization	Your Role	From	To	Reason for Leaving

6. Please Indicate Your Availability (example 12:30 to 3:30 pm)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

a) How long of a commitment are you prepared to make?

- 3 months
 6 months
 1 year
 on-going

b) how often would you like to volunteer?

- 1 day/week
 2 days/week
 3 days/week
 special events

7. Which volunteer opportunity are you interested in? You can check multiple boxes.

- Farmstead
 School/public nature programs
 Special events
 Herpetarium
 Naturalist Volunteer
 Trail maintenance
 Raptor Center
 Ropes Course
 Other: _____

8. Please indicate the skills and experience you would bring to your volunteer role:

- Power equipment
 Experience with children
 Teaching skills
 Public speaking
 Trail construction
 CPR/First Aid Certification
 Light maintenance
 Art or design
 Carpentry/plumbing
 Special skills: _____
 Other: _____

9. What are your reasons for volunteering?

- Academic credit
 Learn new skills
 Social interaction
 Gain employment skills
 To share my skills
 Stay active
 Community involvement
 Other: _____

(Continued next page)

10. Please list two references, past or present employers, teachers, volunteer supervisors, etc. We CANNOT accept family members or personal friends as references.

Name	Relationship	Phone Numbers

I hereby authorize Bays Mountain Park & Planetarium to contact the above named reference to establish my suitability as a volunteer, and I hereby release Bays Mountain Park & Planetarium and the City of Kingsport from all liability for any damage for issuing the same. I further authorize Bays Mountain Park & Planetarium to maintain this information in their records and absolve them from liability. ***Disclaimer: It is the policy of Bays Mountain Park & Planetarium to screen all prospective volunteers. Applicants will be subject to a background check. While we try to place every applicant, we reserve the right to select applicants according to our needs and criteria.***

I understand and respect the confidential nature of the information I might have access to in performing my volunteer duties for Bays Mountain Park & Planetarium.

Signature of Applicant _____ Date _____

Parental Consent (for those under 18 years of age)

I give _____ my consent to work as a volunteer at Bays Mountain Park & Planetarium.

Parent's Signature _____ Date _____

Sharing Personal Information

I authorize Bays Mountain Park & Planetarium and the City of Kingsport to use my image, likeness, voice or name, in any electronic or printed publication (website, ads, brochures, video, audio, magazine articles) – with no remuneration.

I understand I will be required to sign a release form before volunteering at the park.

Signature of Prospective Volunteer _____

Date _____

I WOULD BE INTERESTED IN THE FOLLOWING AREAS:

Please check all that apply

- NATURALIST – Volunteers will assist with cleaning and maintenance of animal habitats, daily feeding, school and public programs, and other duties as taught and subsequently requested. These activities will be supervised by a Naturalist. **Direct contact between the volunteer and most of the animals exhibited at the Park is prohibited.** Other activities may be arranged through the Interpretive Department.
- HERPETARIUM – Volunteers are trained to work with live turtles, snakes and amphibians which are native to the East Tennessee region. Volunteers should become proficient in the Natural History of the animals, and should be able to answer questions from park visitors. Volunteers may work in the Herpetarium any weekday or weekend day at their convenience; Herpetarium hours are 8:30 a.m. – 5:00 p.m. all year long.
- RAPTOR CENTER – Volunteers selected for this position will receive intensive training concerning all aspects of bird care, handling, feeding and record keeping. Volunteers will be asked to present programs (to schools, public, or for special events). This volunteer opportunity requires a solid commitment of one day per week for a period of one year. Some weekend work may be required, and volunteers should plan to spend 3-4 hours per day.
- TRAIL MAINTENANCE – Volunteers will participate in trail maintenance and construction. Tree trimming, brush removal, digging, spreading gravel, mulching and bridge construction may be undertaken. This is a great way to experience the many trails in the Park and help keep the Park beautiful for other visitors. Experience with hand tools, and chain saws is required.
- EXHIBIT CONSTRUCTION – Volunteers should be proficient in any of the following; power tools, computer graphics, flat artwork, 3-D carving, and carpentry. Instruction will be provided. Volunteers will assist staff artists in construction of new exhibits for the Park.
- ADVENTURE COURSE (Ropes Course) – Volunteers will assist with the Zipline, High Ropes Course, and Low Ropes Course. 40 hours of training must be completed prior to participation and volunteers will work the course under staff supervision.
- SCHOOL PROGRAMS – Volunteers will be provided with study materials and training in many areas of nature study. Prior knowledge in the areas of plants, animals, ecology, or general biology is a plus but is not essential. Volunteers must feel comfortable speaking to and answering questions from groups of 30 or more adults or children. These programs are presented year round and volunteers may participate on a regular or irregular basis.
- ASTRONOMY PUBLIC EVENTS – Membership in the Bays Mountain Astronomy Club is required.

FARMSTEAD – This museum is dedicated to the people of Bays Mountain and their way of life in the late 1800's and early 1900's. Items in the Farmstead include genealogy studies, farm tools, kitchen implements, and other items used by families of the mountain. Volunteers will be asked to work in the Farmstead one weekend day per month from 2:00 until 5:00 PM, but may also work weekdays as well.

SPECIAL EVENTS – Events volunteers provide assistance in a variety of ways during organized special events such as Fun Fest week events, Earth Day activities, trail races, Halloween Haunt, etc. Volunteers could be asked to assist with visitor/participant parking efforts, providing general information, event set-up and breakdown, activity assistance and more.

For Office Use Only

Date received _____

Department _____

Date interviewed _____

Supervisor _____

Background Check Complete **No** **Yes**

Date received _____

Additional Information:

RELEASE OF ALL CLAIMS – Bays Mountain Park

I, _____ (print name), the undersigned, in consideration for the opportunity to participate in _____ activities at Bays Mountain Park, do hereby release the City of Kingsport, TN, and Bays Mountain Park, their officials, employees and assigns, from all claims, demands, damages, actions, and causes of action that may arise from any and all activities performed by me at Bays Mountain Park, Kingsport, TN.

I understand that participation in activities performed in natural areas is a high risk, potentially hazardous, and dangerous activity in which serious injury or death can occur. I agree to abide by all rules and directions set forth by supervisory personnel during these activities for the protection of myself and others who may be participating with me. I also know that despite abiding by these rules and obeying the directions as set forth by Bays Mountain Park, there is an inherent risk to these activities, and I assume the risk of performing these activities. I also assume any and all other risks associated with this activity, including, but not limited to, animal or non-animal related injury, slips/trips/falls, the effects of weather, and all other risks, known and unknown.

I understand that this instrument is a full and final release of all claims of every nature and kind whatsoever relating to said activity, and that this instrument releases claims that are known and unknown and suspected and unsuspected. Knowing the rules and risks of participating in activities in natural areas, and in consideration of my designation as a participant, I hereby for myself, my heirs, executors, administrators or anyone else who may claim on my behalf, release the city of Kingsport, Tennessee, Bays Mountain Park from any and all claims of liability for death, personal injury or property damage of any kind or nature whatsoever arising out of, or in the course of my activity as a participant.

This release and waiver extends to all claims of every kind or nature whatsoever, foreseen or unforeseen, known or unknown. I further state that I have carefully read the foregoing release and know its contents, and sign my name as my own free act.

Participant Signature: X	Date Signed:		
Print Name:	Home Phone:		
Home Address:	City:	State:	Zip:
E-mail Address:	Birthdate:		
Employer:	Work Phone:		
Emergency Contact Name:	Emergency Contact Phone:		

For participants under the age of 18, Parent or Guardian
Signature required:

Parent/ Guardian Signature: X



Bays Mountain Park

National Background Screening Consent/Release Form

Applicant's **Legal** Name (printed) _____

Social Security Number _____ Date of Birth _____

Applicant's Address _____

City _____ State _____ Zip _____

I, _____, authorize and give consent for the above named organization to obtain information regarding myself. This includes the following:

- Local & National Criminal background records/information
- All 50 State Sex Offender Registries
- Full Address Trace
- Social Security Verification

I the undersigned, authorize this information to be obtained either in writing or via telephone in connection with my application. Any person, firm or organization providing information or records in accordance with this authorization is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with the organization's guidelines.

Print Name: _____ Date: _____

Signature: _____