



Volunteer Application

Thank you for your interest in Wildwood Hills Ranch! Please return completed volunteer applications to Wildwood one of the following ways; via email to admin@wildwoodhillsranch.org, faxed to 1-888-821-8541 or by mail to

2552 Union Lane, St. Charles, Iowa 50240.

Personal information

First name	Last name	Date of birth
Email (You will be sent a monthly volunteer email unless you request otherwise)		Gender ☐ Male ☐ Female
Home phone	Cell phone	Best time to reach you
Mailing address		
City	State	Zip
How you heard about Wildwood Hills Ranch		

Employment or education

Current employer or school	Since
Supervisor contact	Phone
Skills you use in your occupation or area of study	
☐ I am interested in group volunteer opportunities for my business or school	
☐ My business is interested in donating goods or services to Wildwood Hills Ranch	

Emergency contact

First name	Last name	Relationship to you
Home phone	Cell phone	Work phone
Address		

References

Reference 1 (not related to you)

First name	Last name	Relationship to you
Phone		

Reference 2 (not related to you)

First name	Last name	Relationship to you
Phone		

Volunteering

I am interested in getting involved with (check all that apply):

- | | |
|---|--|
| ☐ Administration and Support | ☐ Marketing and Public Relations |
| ☐ Facility and Grounds Keeping | ☐ Archery and Outdoor Programs |
| ☐ Mentorship | ☐ Skilled Labor (plumbing, electrical, construction, carpentry) |
| ☐ Kitchen and Hospitality | ☐ House Parents (5-6 day commitment; summer only) |
| ☐ Technical Support | ☐ Team/Activity Leader (summer only) |
| ☐ Working with Children | ☐ Special Events |
| ☐ Health and Safety | ☐ Special Event: Barn Dance Fundraisers |
| ☐ Fishing | ☐ Other (include explanation below) |
| ☐ Horse programs and therapies | |

Please explain any experience or skills in the above checked volunteer opportunities

Please explain additional skills (certifications, CPR, languages, skilled labor, creative arts, etc.)

Please explain your experiences working with youth

Please explain any current memberships (religious, community, educational, labor or business organizations)

Availability

☐ **I am interested in volunteering on a regular basis. I would be available to volunteer at the following times (check all that apply):**

- | | | | | | | |
|--------------|-----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|--------------------------------------|
| Mon | Mornings | Afternoons | Evenings | All year | Summer only | School year |
| Tues | Mornings | Afternoons | Evenings | All year | Summer only | School year |
| Wed | Mornings | Afternoons | Evenings | All year | Summer only | School year |
| Thurs | Mornings | Afternoons | Evenings | All year | Summer only | School year |
| Fri | Mornings | Afternoons | Evenings | All year | Summer only | School year |
| Sat | ☐ Mornings | ☐ Afternoons | ☐ Evenings | ☐ All year | ☐ Summer only | ☐ School year |

☐ **I would like to volunteer for a specific date or event (please explain):**

Please include any other detailed notes on availability:

Photo release

- ☐ I give WHR permission to use any photographs or video taken of me as a part of the Wildwood Hills Ranch experience for promotional or educational purposes.



Volunteer Application

I understand that:

- a. the information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me, or by conducting a criminal background check. I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless Wildwood Hills Ranch and the officers, employees and volunteers thereof.
- b. in signing this application, I agree to comply with the rules and regulations of Wildwood Hills Ranch. I affirm that the information I have given on this form is true and correct.

Signature of Applicant: _____

Confidentiality of Agency Information

As a volunteer of Wildwood Hills Ranch, I will not at any time disclose or use, either during or subsequent to my service, any information, knowledge or data, which I receive or develop during my service which is considered proprietary, by Wildwood Hills Ranch or which related to the clients of Wildwood Hills Ranch. Such information, knowledge or data may consist of the following, but not by limitation, client information, participant information, volunteer information, donor information, test data, medical data, procedures, treatment plans, research, strategies, negotiations and contracts, accounting of financial data, customer or vendor lists, publications and presentations.

I further agree that upon termination of my service at Wildwood Hills Ranch, I shall promptly return any and all documents containing the above information, knowledge or data, or relating thereto, to Wildwood Hills Ranch. This agreement shall be binding upon successors, heirs, assigns and personal representatives and shall be fore the benefit of the successors and assigns of Wildwood Hills Ranch. If a lawsuit is filed, the prevailing party shall be entitled to reasonable attorney's fees and costs.

I understand that my continued position with Wildwood Hills Ranch is contingent upon my compliance with the agreement.

OATH OF CONFIDENTIALITY

As a condition of engaging in a program involving persons who are receiving services from Wildwood Hills Ranch, I agree that I will keep all communications and record entries that I make regarding participant's care at Wildwood Hills Ranch strictly confidential to be used only for the purpose of furthering participant treatment. I agree not to divulge any information to unauthorized sources within or outside the Agency. I furthermore agree not to publish or otherwise make public any information regarding persons who have received treatment or services.

I recognize that unauthorized release of confidential information may then make me subject to a civil action under provisions of existing laws whether within or outside of the work plan.

PRINTED NAME _____ SIGNATURE _____

STAFF WITNESS _____ DATE _____

Wildwood Hills Ranch
2552 Union Lane
St. Charles, IA 50240