



Volunteer Application Packet

PLEASANT VALLEY RECREATION AND PARK DISTRICT

1605 E. Burnley Street, Camarillo, California 93010

(805) 482-1996 Fax (7805) 482-3468

Web Page www.pvrpd.org

Dear Prospective Volunteer,

Thank you for your interest in volunteering for Pleasant Valley Recreation and Park District. The attached forms need to be completed prior to volunteering for the District. Once you have completed and returned your packet to the District Office, you will be contacted by our Staff regarding your approval status and assignment.

Thank you for your interest. We look forward to working with you.

Sincerely,
Pleasant Valley Recreation and Park District

VOLUNTEER OPPORTUNITIES

1. **Special Events include:**

- Arts Crafts Fairs/ Festivals
- Eggstravaganza
- Halloween Carnival
- Christmas Parade
- Pleasant Valley Skate Park
- Senior Expo
- Senior Dances

Remember, all events need assistance with set-up and clean-up. Often, this is the most important assistance that is needed. You may volunteer your services at any or all events.

2. **Group Projects:** Tell us the size and ages of your group and we will design a project for you. Examples include tree planting, park clean-up, weed clearing, trail restoration, painting and more.
3. **Classes:** Have fun and assist energetic children and adults. Must be enthusiastic and motivated. Partner with us as we provide a challenging, age- appropriate environment to create opportunities to help children mature emotionally, socially, physically and academically.
4. **Senior Center:** There are many ways you can support the work of the Senior Center including contributing your time and talent. Our programs offer social and recreational opportunities which combat isolation and promote good health among seniors.
5. **Administration / Clerical Assistance:** Assist the District staff at the Administration office located at 1605 E. Burnley Street in Camarillo, with typing, filing, computer projects, and more.

Please do not show up to volunteer at any of the events or classes without approval form District Staff. We make a schedule of volunteers for each event, and provide the event supervisor with your emergency information in case your parents, guardian, or significant other is needed. If you are doing volunteer work for school credit, please bring the necessary paperwork with you to the site for the supervisor to sign.

VOLUNTEER APPLICATION

Pleasant Valley Recreation and Park District appreciates your interest in its Volunteer Program. To provide a clear understanding of your background and desire to service as a volunteer, please complete all of the questions below. All information will be kept confidential. District volunteers shall not be entitled to any compensation, health or life insurance or other employee benefits.

Please select: Under 18 years of age 18 years or older

Name: _____ Age (Optional): _____

Address: _____
Street Address City State Zip

Home Phone: _____ Cell Phone: _____

E-mail Address: _____

Do you possess a valid California Driver's License? Yes No If Yes, please attach copy.

Do you have any condition which would limit your ability to perform certain volunteer assignments: Yes No If yes, please explain: _____

Optional Information

Education completed:

Elementary School Yes No **Middle School** Yes No **High School** Yes No
College Yes No **Other:** _____

Specialized training/skills you may be able to offer to PVRPD _____

Professional membership _____

Foreign Languages _____ Speak Read Write

Office Skills _____

Computer Skills: Please indicate your level of knowledge if any.

Program	Beginner	Intermediate	Advanced
Microsoft Word			
Microsoft Excel			
Microsoft Publisher			
Adobe Illustrator			
Adobe InDesign			

Volunteer Experience _____

Are you interested in a particular volunteer assignment? Yes No

If yes, please specify _____

I certify that all statements on this application are true and complete to the best of my knowledge.

I hereby authorize the Pleasant Valley Recreation and Park District to investigate any information contained in this application.

I understand that false or misleading statements shall be sufficient grounds for disqualification from the District's volunteer program.

Further, I understand that as a volunteer, I am offering my services of my own free will without any expectation of compensation, health or life insurance, or other employee benefits of any kind.

Applicant's Signature

Date

Parent's Name – If under 18 years of age (Print)

Date

Parent's Signature – If under 18 years of age

Date

Emergency Contact Information

In case of an emergency, please contact:

Primary:

Secondary:

Name: _____

Name: _____

Relationship: _____

Relationship: _____

Phone: (_____) _____

Phone: (_____) _____

VOLUNTEER PARTICIPATION RECOMMENDATION & AGREEMENT

- Follow rules as explained by the volunteer supervisor. Please remember that the rules are for the safety of the volunteer.
- Activities/assignments are often carried out in an environment possessing risks not normally found in daily life, and at times assistance may be some distance away. We recommend that you wear and bring proper clothing or equipment appropriate for your ability and your medical condition if necessary.
- Observe all safety precautions.
- In addition to other safety precautions:
 - Bring / wear gloves, closed-toed shoes, sunscreen, hat, and other protective items.
 - Bring water. Two quarts per person is recommended.
 - Be aware of poison oak, rattlesnakes, and other animals and plants on or near the trail and parks areas.
 - A first aid kit and cellular phone are recommended.
- Should you find anything of possible historical, cultural or archaeological significance (i.e. bones, artifacts, etc.), STOP IMMEDIATELY. Contact (805) 482-1996 ext 10 or 11. Do not proceed until PVRPD gives approval.
- Ask about anything that is unclear.

