



Volunteer Application Form

Calgary Zoo Volunteers:

- Are a minimum of 18 years of age
- Are physically able to independently complete a three hour (minimum) shift with minimal breaks
- Have a strong grasp of English

The volunteer area you are interested in (please rank your interests):

- Administration
- Animal Care
- Centre for Conservation Research
- Education (Docent)
- Education (Master Gardener)
- Horticulture
- Special Events
- Zoo Ambassador
- Other (please specify) _____

Today's Date: _____

Personal Information

Name:..... **Phone#:**
Address: **Work#:**.....
City: **Postal Code:**
Fax: **Email:**
Month & Day of Birth: **Are you at least 18 years of age:**

Medical Information (for your safety and comfort)

Please list any medical or physical conditions that the Volunteer Resources Department should be aware of for your safety. (i.e. heart problems, asthma, epilepsy, etc):

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Do you have any medical or physical conditions that may restrict your ability to perform certain kinds of tasks (i.e. bad back or knees, depression, allergies, etc)?

_____ Yes _____ No If "yes", please list condition(s):

.....

Emergency Contact Information

Name: Relationship To You:
 Phone Numbers (Home): (Work): (Cell)

Education (for demographics) (Please check those you have completed)

_____ High School _____ Post-Secondary _____ Graduate School _____ Other

Employment / Volunteer History (Or attach a resume in lieu of completing this section)

Current Employer/Volunteer Agency: Length of Service:.....

Job Responsibilities:

Contact Name/Phone:.....

Other previous work or volunteer experience that has prepared you for volunteering at the Calgary Zoo:

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Your Thoughts (please feel free to attach extra paper for your answers to these questions)

1. This is your spare time! Why do you want to spend it with us?

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2. At the end of the day, what do you want to get out of this experience?

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3. How did you hear about volunteering at the Calgary Zoo?

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Availability (Please check all that usually apply to you)

Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
___morn	___morn	___morn	___morn	___morn	___morn	___morn
___aft	___aft	___aft	___aft	___aft	___aft	___aft
___eve	___eve	___eve	___eve	___eve	___eve	___eve

Professional References

1. Name:Relationship:Phone#:

2. Name:Relationship:Phone#:

Declaration

The information in this document is true and complete to the best of my knowledge; I also give the Calgary Zoo Volunteer Resources Department permission to contact the references I have listed.

.....
(please sign)

The appearance of convictions on a Criminal Record Check is not necessarily reason for declining an Applicant's offer of service.

PRIVACY STATEMENT: All information contained in this application will be kept strictly confidential and will be used for volunteering purposes only. The information you provide to us is for the exclusive use of The Calgary Zoo and will be disposed of 6 months after the end of your volunteer involvement.

Thank you for your application – you're off to a roaring start! Get ready for a fun and fulfilling experience! Please mail or fax your completed application to:
Volunteer Resources Manager
Calgary Zoological Society, 1300 Zoo Road N.E., Calgary, AB T2E 7V6 (Fax 403- 232-9325)
The Volunteer Resources Department can be reached at 232-9354 or at volunteer@calgaryzoo.ab.ca

If you're interested in becoming a Calgary Zoo Special Events Volunteer, please also complete the following two pages.

An extra section for Special Events Volunteers The Fun Starts Here!



Calgary Zoo Special Events Volunteers:

- Are a minimum of 18 years old (if under 18 years of age, a responsible adult must accompany the minor at all times throughout special events);
- Are “people persons” (98 percent of the volunteer positions required to run special events are “front-line” and deal directly with the public);
- Must enjoy children (since most special events at the Calgary Zoo are family-oriented);
- Are well-groomed, and must NEVER drink alcohol or use any illegal substance prior to or during a volunteer shift at the Calgary Zoo;
- Can independently complete a three-hour (minimum) shift, with minimal breaks; &
- Have a strong grasp of English.



SPECIAL EVENTS

The Calgary Zoo hosts a number of special events each year. A Volunteer Orientation is provided for all “volunteer powered” special events. You’ll need to attend the orientation to be eligible to volunteer for a particular event, although exceptions may be made in the case of illness, emergencies, or authorization from the Volunteer Resources or Marketing Departments (usually for veteran volunteers).

Easter EGGstravaganza (Friday and Saturday of Easter Weekend)

An egg-citing Easter Experience for the little ones! Kids can get creative at craft stations or try their luck at one of our egg-citing games!

Zoogala (Early September – A Saturday evening)

This adult-only one day annual fundraiser is THE social event of the season!

Boo at the Zoo (last week in October)

A huge hit with kids of all ages! Lots of age-appropriate haunts to tickle your terror bone!

Zoolights presented by ENMAX (December/January)

A month-long festive season event featuring a spectacular lights display, holiday entertainment , a crafts area, shopping, a play zone for kids, and more – including Santa Claus, of course!

Zoo Year’s Eve (December 31st)

A family-oriented New Year’s Eve celebration, with live music, entertainment for the kids, and all the attractions of Zoolights.

These Two Questions Are Fun!

1) If you could invite any three people in the world to dinner here at the Zoo, who would they be? Why?

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2) What’s the most off-the-wall thing you’ve ever done?

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What Do You Like? We'll try to place you in an area where you have both expertise and comfort. Please check the areas that interest you.

- Greeting guests as they enter (often a key information point)
- Décor set up (some creative flair required!)
- Acting/performing as a character (can't be shy for this one!)
- Surveying guests (approaching people throughout the evening)
- Cash handling (experience preferred)
- Event set-up (a critical behind-the-scenes role)
- Public speaking (conquer your fear!)
- Event tear-down (great for the shy types – a more relaxed atmosphere)
- Administrative tasks (paper, paper everywhere!)
- Tidy – Team (you're never standing still, and you get to see ALL of the Zoo!)
- Kid-related activities (good leadership and creative skills required)
- Creative activities/crafts
- Ticket-selling/roving (gotta be loud and LOVE attention!)
- Roving handyman
- Mascot (wearing the cute fuzzy suit!)
- Group Sales Events (a variety of tasks for private events)
- Crowd Control (are you quick on your feet?)
- Parking Control/Greeter (Guests' first point of contact. Can you answer questions? Smiles required!)

We will do our best to match you with a position suiting your preferences, but your flexibility would be greatly appreciated.

What Now?

Once your application is processed, you will receive a letter inviting you to volunteer at each special event. (You can get involved or wait for the next one.) Included with the letter will be a form for you to return by fax or mail, indicating your choice of volunteer time and role. Once you return the form, you're in! You won't be contacted to confirm, so the next time we talk will be at the event's Volunteer Orientation. Due to the large amount of event-specific information that each volunteer must be aware of, you must attend an event's Volunteer Orientation in order to volunteer at that event.

Please mail/fax or email your completed application to:

<p>Volunteer Resources Manager Calgary Zoological Society, 1300 Zoo Road N.E., Calgary, AB T2E 7V6 (Fax 403-232-9325) The Volunteer Resources Department can be reached at 232-9354 or at volunteer@calgaryzoo.ab.ca</p>
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Thank you for your interest in the Calgary Zoo!

