



STATE OF MISSOURI
 MISSOURI DEPARTMENT OF NATURAL RESOURCES
 DIVISION OF STATE PARKS
GROUP VOLUNTEER APPLICATION

P.O. BOX 176
 JEFFERSON CITY, MO 65102

GROUP/ORGRANIZATION (PLEASE PRINT)

CONTACT NAME

ADDRESS (STREET) (STATE) (ZIP)

TELEPHONE FAX

E-MAIL APPROXIMATE NUMBER OF PARTICIPANTS

PLEASE DESCRIBE YOUR GROUP AND INTENT FOR PROJECT

DURATION OF COMMITMENT

ON-GOING PARTNERSHIP <input type="checkbox"/> WEEKLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEVERAL TIMES PER YEAR <input type="checkbox"/> START TO FINISH PROJECT	SHORT-TERM PROJECT <input type="checkbox"/> ½ DAY <input type="checkbox"/> 1 DAY PROJECT <input type="checkbox"/> SEVERAL DAYS <input type="checkbox"/> APPROX. NUMBER OF HOURS
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ARE THERE ANY PHYSICAL, AGE, OR OTHER LIMITATIONS THAT WE SHOULD CONSIDER WHEN AGREEING UPON A PROJECT FOR YOUR GROUP?

PLEASE INDICATE THE BEST DAYS AND TIMES FOR YOUR GROUP.

SKILLS AND INTERESTS (CHECK ALL THAT APPLY)

<input type="checkbox"/> TRAIL MAINTENANCE	<input type="checkbox"/> BUILDING/FACILITY REPAIR
<input type="checkbox"/> GARDENING/PLANTING	<input type="checkbox"/> SPECIAL EVENTS
<input type="checkbox"/> GROUNDS MAINTENANCE	<input type="checkbox"/> LIVING HISTORY
<input type="checkbox"/> DATA COLLECTION	
<input type="checkbox"/> OTHER (PLEASE EXPLAIN) _____	

STATE PARKS OR HISTORIC SITES WHERE YOU WOULD MOST LIKE TO VOLUNTEER

FIRST CHOICE	SECOND CHOICE
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SIGNATURE OF GROUP CONTACT/COORDINATOR	DATE
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IMPORTANT: GROUP VOLUNTEER GUIDELINES

Please make certain you have read and understood the following:

- Volunteers agree to perform service without compensation and are not considered employees of the State of Missouri. The Missouri Department of Natural Resources, Division of State Parks does not provide worker's compensation.
- A responsible adult must accompany volunteers under the age of 18.
- **A copy of the Volunteer Activity Consent and Parental Approval Form must be given to the park or site for each volunteer under the age of 18.**
- Groups and organizations will be sent a Group Volunteer Agreement, which will be required to be signed upon arrival.
- Transportation to and from the project site is the responsibility of the group volunteers.
- The Division of State Parks cannot guarantee volunteer placement. The division will, however, make every effort to match volunteer applicants to volunteer opportunities based on the needs of the division and the interests and abilities of the volunteers.
- The Division of State Parks accepts the service of all volunteers with the understanding that such service is at the sole discretion of the division. Volunteers agree that the division may at any time, for any reason, decide to terminate the volunteer's relationship with the division. Volunteers may at any time, for any reason, decide to sever the volunteer's relationship with the division. Notice of such a decision should be communicated as soon as possible to the volunteer's park contact. At any given time, the Division of State Parks may approve, deny or modify any volunteer's activity.
- Group volunteers must identify a group contact who is responsible for the safety and well being of group members. This person is responsible for:
 1. Providing coordination and supervision for group while volunteering,
 2. Ensuring all volunteers under the age of 18 are accompanied by a responsible adult,
 3. Ensuring all group members are familiar with the volunteer guidelines,
 4. Ensuring all volunteers adhere to department, division, and park rules and guidelines,
 5. Ensuring that all volunteers support the mission of the Missouri Department of Natural Resources and the Division of State Parks,
 6. Working with other division staff in a cooperative manner,
 7. Reporting any problems, issues, and any and all injuries incurred by volunteers, which occur while volunteering, to division staff on a timely basis,
 8. Not allowing group members to attempt responsibilities for which they have not been trained or authorized.
 9. Ensuring the group exercises proper care in performing all volunteer activities, and
 10. Obtaining and submitting a signed Volunteer Activity Consent and Parental Approval Form for all group members under the age of 18

Return completed form with a copy of your parental consent form, if applicable, to:

Missouri Department of Natural Resources

Division of State Parks

Attn: Volunteer Coordinator

PO Box 176

Jefferson City, MO 65102

Phone: 800-334-6946, 573-751-7733

Fax: 573-526-7864