

BRUCE BOTANICAL FOOD GARDENS

VOLUNTEER APPLICATION FORM

Please complete and return to the Bruce Botanical Food Gardens, 62 Park Street, Ripley, ON or email it to [gardenmanager@bbfg.org](mailto:gardenmanager@bbfg.org)

**Please note that we only ask these questions to make your volunteer experience more rewarding and will be kept strictly confidential.**

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_  
Street City Postal Code

Email \_\_\_\_\_  Phone (home) \_\_\_\_\_

\*Please check email, home or cell as the best way to contact (cell) \_\_\_\_\_

Emergency Contact Name and Phone Number \_\_\_\_\_

How did you hear about the Bruce Botanical Food Gardens? \_\_\_\_\_

My Educational, Volunteer and/or Work Background: \_\_\_\_\_

Are there any physical, mental or emotional limitations that we should be aware of?

Availability (please be very specific if possible, giving days of week, times etc):

**I am interested in volunteering for the following:** (please check as many as are applicable, however we would appreciate it if you could rate your level of interest, 1 being your first choice, 2 your second choice and so on)

Training will be provided for all positions. See reverse side for job descriptions.  
(Please note some jobs will require a criminal records check)

Adult Programs (assisting with courses, workshops and lectures)

Children's Programs (Summer Day Camps/Workshops, Special Events)

Administration (computer skills, general office skills)  Marketing  Committee Work

Gardening  Special Events  Tour Guides  Other \_\_\_\_\_

Thank you for your interest in volunteering at the Bruce Botanical Food Gardens. Someone will contact you soon to discuss your participation in our Volunteer Program.

**Adult Programs:** requires organizational and communication skills assisting with lectures/workshops by selling tickets, taking attendance, assist teacher, setting out food, giving out information to participants assisting with adult courses. Generally on the weekends.

**Children's Programs:** requires organizational and communication skills assisting coordinators to manage a variety of programs for pre-school and elementary school children by selling tickets, taking attendance, assist teacher, setting out food. Also requires ability to relate to children of varying ages, good communication skills, patience, and creativity. Can be physically demanding. Note that this position will require a criminal records check.

**Administration:** requires general office skills, computer entry skills or graphic design skills, general office work organizing, coordinating, communicating and/or computer entry, graphic design. All flexible hours.

**Marketing:** requires self-confidence, excellent communications skills, creativity and tenacity. Assist in the promotion of BBFG events.

**Committee Work:** requires ability to work well with others, good communications skills, organizational skills, creativity. Work within a group to plan, organize and carry out a number of TBG initiatives. Attend regular meetings.

**In the Garden:** ability to bend, reach, stand and work with gardening tools for garden maintenance and planting while taking direction and instruction from staff or designated senior volunteers

**Special Events:** represent the BBFG at a variety of in-house and outside activities/workshops, tours etc.

**Tour Guides:** must be able to walk on uneven surfaces and deal effectively with groups while giving scheduled tours to the public in the gardens.

#### Web Site & Publication Consent

By checking the "I consent" box below I/we understand that consent is being provided to permit a photograph of the above named participant to be posted to the Bruce Botanical Food Gardens web site and/or included in a publication.

I consent to the disclosure of personal information as described       I DO NOT consent

I/we further understand that this consent is valid indefinitely and may be withdrawn by me/us at any time, upon written notice.

#### Code of Conduct

I have read and understand the [Code of Conduct](#) posted at the Bruce Botanical Food Gardens site or the code given to me as a print out. I agree to abide by these rules and understand that I may be removed as a participant if I violate any of these rules.

Signed \_\_\_\_\_

Dated \_\_\_\_\_