



STAN HYWET HALL & GARDENS VOLUNTEER APPLICATION

Thank you for your interest in volunteering at Stan Hywet Hall & Gardens. Please complete all sections of this application and return to the Volunteer Department at your earliest convenience so that your interview process can proceed.

PERSONAL INFORMATION

Full Name (Mr., Dr., Mrs., Ms., Miss): _____ Preferred Name: _____
Current Address: _____ City: _____ State: _____ Zip: _____
Home Phone: _____ Cell Phone: _____ Email: _____

Do you give Stan Hywet Hall & Gardens and the Volunteer Department permission to share your contact information with volunteer committees, Stan Hywet staff and volunteers, in affiliation with your volunteer services or for recruitment purposes?
Please circle: YES NO

EMERGENCY CONTACTS

1st Name: _____ Relationship: _____ Phone: _____
2nd Name: _____ Relationship: _____ Phone: _____

If emergency contacts cannot be reached, Stan Hywet Hall & Gardens reserves the right to seek medical assistance at the nearest medical facility and will be held harmless in all legal issues that may arise from this decision.

VOLUNTEER AVAILABILITY

Please note that Stan Hywet is closed to the public January through March and also on Mondays during our open season. Volunteer opportunities may or may not be available during these times. Please check off times and days that you are interested and available to volunteer:

	MONDAY (Closed to Public)	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
MORNING	_____	_____	_____	_____	_____	_____	_____
AFTERNOON	_____	_____	_____	_____	_____	_____	_____
EVENING	_____	_____	_____	_____	_____	_____	_____

How often would you like to volunteer at Stan Hywet? (Please circle) Weekly Bi-weekly Monthly Special Events

CURRENT EMPLOYMENT & PAST VOLUNTEER INFORMATION

Please list current or most recent:

Employer: _____ Position: _____ Since: _____
Supervisor: _____ Telephone: _____ Retired: Yes No
Other places you have volunteered: _____
Current places you are volunteering: _____

PLEASE TURN OVER TO COMPLETE APPLICATION

SIGNATURES, CONFIDENTIALLY, AND CRIMINAL INFORMATION

I authorize the Stan Hywet Hall & Gardens' Volunteer Department to make inquiry into my professional and personal references and relevant information in the volunteer consideration process. I understand that completion of this application does not indicate whether there are any positions currently open and that it does not obligate the Volunteer Department to extend association on a volunteer basis. I understand that my volunteer file will remain confidential.

My signature at the bottom of this page constitutes that my responses are true and complete and that I have read and understood the information in this paragraph.

Name (print): _____ Date: _____

I, _____, confirm by signing this statement that I have not been convicted of a misdemeanor or felony crime or any other related conviction other than a traffic violation that may exclude me from volunteering on Stan Hywet grounds and at Stan Hywet events. Furthermore, I grant the Stan Hywet Hall & Gardens Human Resources and Volunteer Department permission to acquire any criminal records that I may have incurred as necessary for volunteer placement or responsibilities.

Name (signature): _____ Date: _____

It is Stan Hywet Hall & Gardens' policy to retain, promote, terminate, and otherwise treat any and all volunteers and applicants on the basis of merit, qualification, and competence. This policy shall be applied without regard to any individual's sex, race, religion, national origin, pregnancy, age, marital status, handicap, or sexual orientation.