



Pottawattamie Conservation Volunteer Application

Name: _____
Last First Middle

Address: _____
Street City State Zip

Date of Birth: _____ E-mail address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

List any special skills, training, interests or hobbies that you have that may be useful when volunteering:

Educational background: High School Diploma/GED: Yes No

College: _____ Degree received: _____

Volunteer experience: _____

How often would you like to volunteer: Once a week Once a month As needed

Days available for volunteer work: Su M Tu W Th F Sa

Preferred hours you are available per day: _____

Date you would be available to begin work: _____

Work experience (Please begin with your most recent experience.):

EMPLOYER	ADDRESS	SUPERVISOR	POSITION/DUTIES
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1. _____

2. _____

3. _____



Pottawattamie Conservation

227 S. 6th St., Suite 204 | Council Bluffs, IA 51501

Arrowhead Park | Botna Bend Park | Hitchcock Nature Center | Narrows River Park | Old Town Park



How did you hear about us? _____

List two personal references other than family:

	NAME	ADDRESS	PHONE	RELATIONSHIP
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

In case of emergency, please contact:

Name: _____ Phone: _____

Relationship to Volunteer: _____



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Please indicate the types of volunteer activities that interest you:

Administration (Council Bluffs, IA)

- I am interested in assisting with various administrative and clerical duties. *Training provided*

Arrowhead Park (Neola, IA):

- Greet & assist visitors, answer phones, register campers, rent canoes/paddleboats, sell campfire wood
- Assist park ranger with park maintenance including cleaning, tree cutting, etc. - *May require training*
- Assist Environmental Education staff with school and public programming - *Training provided*
- Assist with various events for the public
- Serve as a Campground Host - *Training provided*
- Interested in a community or school group volunteer project

Botna Bend Park (Hancock, IA)

- Greet & assist visitors, answer phones, register campers and sell campfire wood
- Assist park ranger with park maintenance including cleaning, tree cutting, etc. - *May require training*
- Assist Environmental Education staff with school and public programming - *Training provided*
- Assist with various events for the public
- Serve as a Campground Host - *Training provided*
- Interested in a community or school group volunteer project

Hitchcock Nature Center (Honey Creek, IA):

- Greet & assist park visitors, manage gift shop purchases, maintain gallery area, answer phones
- Assist Natural Resources Specialist in maintaining trails and trail signage - *Training provided*
- Assist Environmental Education staff with school and public programming - *Training provided*
- Assist Natural Resource Specialist with large projects like invasive species removal - *Training provided*
- Assist Environmental Education staff with public event programming - *Training provided*
- Serve as a Campground Host - *Training provided*
- Assist with annual Hitchcock HawkWatch count in the fall - *Training provided*
- Assist with various events for the public
- Help staff with correspondence, mailings, filing and various office duties
- Interested in a community or school group volunteer project

Narrows River Park (Council Bluffs, IA)

- Assist park ranger with park maintenance including cleaning, tree cutting, etc. - *May require training*
- Assist Environmental Education staff with school and public programming - *Training provided*
- Assist with various events for the public
- Interested in a community or school group volunteer project
- Maintain native community garden - *May require training*

Old Town Park (Macedonia, IA)

- Assist park ranger with park maintenance including cleaning, tree cutting, etc. - *May require training*
- Assist with various events for the public
- Interested in a community or school group volunteer project



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LIABILITY RELEASE AND WAIVER

I understand that my relationship with Pottawattamie Conservation or Pottawattamie County is that of a volunteer. I understand that there are certain risks associated with these volunteer activities such as insect bites, scratches, falls or other injuries and illnesses. I hereby waive, release and forever hold harmless Pottawattamie County, its officers, employees or agents from any and all claims arising from my or my minor children(s) volunteer activities with the Pottawattamie County Conservation department.

Signature: _____ Date: _____

BACKGROUND CHECK AND RELEASE

I, (Print name) _____ hereby authorize Pottawattamie Conservation to perform a criminal background check before I begin (or anytime during) my volunteer activities with the organization. I understand that the results of this background check may be used in determining my eligibility to participate as a volunteer for Pottawattamie Conservation.

Signature: _____ Date: _____

Driver's License #: _____ State: _____

COURT-ORDERED COMMUNITY SERVICE

Volunteers performing court-ordered community service will be accepted on a case-by-case basis.

Are these service hours court-ordered? Yes No

If yes, why? _____

Pottawattamie County Conservation is **NOT RESPONSIBLE** for any injury, including, without limitation, physical, mental, or economic injury suffered by any person engaged in volunteer service to Pottawattamie Conservation, including, without limitation, injury caused by the negligence of Pottawattamie Conservation or any of its employees, agents, or volunteers.

Please return this application to:

Pottawattamie Conservation
Attention: Volunteer & Facilities Coordinator
227 South 6th Street, Suite 204
Council Bluffs, IA 51501

Or email your completed application to Dana Kruse at dana.kruse@pottcounty-ia.gov



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