

FAIRBANKS NORTH STAR BOROUGH
INDIVIDUAL VOLUNTEER/NON-PAID INTERN APPLICATION

The Borough welcomes volunteer and non-paid intern applications. Please print clearly or type the application. Submit applications to the department in which you are interested in volunteering, see listing of volunteer opportunities below.

POSITION TITLE: _____

NAME: _____ PHONE: (H) _____

ADDRESS: _____ PHONE: (W) _____

CITY: _____ STATE: _____ ZIP: _____ EMAIL: _____

Is this volunteer work connected to a school course? No Yes (# of hours needed: _____)

Have you ever been convicted of a Felony? No Yes (Explain on a separate sheet of paper and attach it to this application. A conviction record will not necessarily be a bar to selection.)

If referred, by whom:

Name: _____ Relationship: _____ Phone: _____

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I. AVAILABILITY

A. HOW LONG DO YOU WANT TO VOLUNTEER?

One Time 2 Weeks 1-3 Months 6 Months Indefinitely

B. WHAT IS YOUR PREFERENCE?

Weekdays Evenings Weekends

Other _____

C. IS THERE A PARTICULAR AREA OF INTEREST? (Check all that apply)

Adults Seniors Children Teens Library Staff Disabled

Animals Parks and Recreation Other _____

II. SKILLS

Describe your office equipment operation skills (e.g. Computers, Software, Office Equipment, etc.)____

Describe your shop equipment operation and grounds keeping skills (e.g. Power and hand tools, etc.)

III. INTERESTS AND BACKGROUND

Why are you interested in volunteering? _____

Education Background: _____

Work Experience: _____

Hobbies, Interests, Skills: _____

Previous Volunteer Experience: _____

Current Volunteer Experience: _____

In case of an emergency, please contact:

NAME: _____ PHONE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

I hereby certify that all information is true and understand that erroneous information on this application will lead to my removal as a volunteer.

I consent to a background check, (if applicable).

Yes

No

Your Signature: _____ Date: _____

Parent Signature (if minor) _____ Date: _____

FAIRBANKS NORTH STAR BOROUGH VOLUNTEER OPPORTUNITIES

ANIMAL CONTROL

POSITION TITLE: Volunteer Animal Tender's Assistant (16 years and up)

BASIC FUNCTION: Provide assistance to Animal Tenders to care for, clean, and feed animals impounded at the Animal Shelter.

MINIMUM QUALIFICATIONS: Ability to follow verbal and written instructions, write legibly, handle animals in a humane manner, deal courteously with the public; demonstrated ability to lift objects of various shapes and weights safely.

EMERGENCY OPERATIONS

POSITION TITLE: Haz-Mat Team Volunteer (18 years and up)

BASIC FUNCTION: Respond to spill and other contamination events as needed. Provide safe assessment and mitigation of hazards.

MINIMUM QUALIFICATIONS: Ability to follow verbal and written instructions and deal courteously with the public under stressful conditions. Technical training and expertise in hazard response and cleanup of hazardous material. Physically fit with ability to pass a medical evaluation, wear a respirator and total encapsulation suit. Ability to perform periods of heavy lifting and strenuous exertion.

LIBRARY

POSITION TITLE: Library Volunteer (14 years and up)

BASIC FUNCTION: Library volunteers perform a variety of functions which may include: Assist with children's programs (nametags, crafts, etc.) and the Summer Reading Program (June and July only). Teach crafts to children. Perform filing, shelf-reading and other activities (straightening games, cleaning animal homes, etc.)

MINIMUM QUALIFICATIONS: Ability to follow verbal and written instructions; deal courteously with the public.

PARKS AND RECREATION

POSITION TITLE: Adaptive Recreation Volunteer (16 years and up)

BASIC FUNCTION: Assist Adaptive program participants with activities, such as exercise, swimming, outings, skiing, arts and crafts, biking, etc.

MINIMUM QUALIFICATIONS: Ability to work with people experiencing various disabilities; display patience; good communication skills; and creativity. Must consent to a background check.

PARKS AND RECREATION –CONTINUED

POSITION TITLE: **Park Development Volunteer – Pioneer Park (16 years and up)**

BASIC FUNCTION: Assist non-profit park user groups in program development (including interpretation), marketing, and visitor service. Work may include: assisting with exhibit design, providing marketing advice, providing advice in basic museum function, assisting in the development and delivery of interpretive messages.

MINIMUM QUALIFICATIONS: Excellent communication skills. Experience in marketing, program development (including interpretation), or visitor service.

POSITION TITLE: **Parks Maintenance Volunteer (16 years and up)**

BASIC FUNCTION: Litter pick-up, routine janitorial duties, basic grounds keeping, care of horticultural stock, painting, minor repair tasks.

MINIMUM QUALIFICATIONS: Ability to perform routine maintenance duties; may use variety of tools and equipment. Demonstrated ability to lift objects of various shapes and weights safely.

POSITION TITLE: **Senior Recreation Volunteer (18 years and up)**

BASIC FUNCTION: Participate and assist in various programs for seniors such as: computer class, tutoring, exercise class, bowling, group outings and special events.

MINIMUM QUALIFICATIONS: Ability to work with the elderly, display patience and good communication skills. Must consent to a background check.

POSITION TITLE: **Recreation Area Camp Host (18 years and up)**

BASIC FUNCTION: Assist patrons with information about park amenities, rules, activities, and general park information.

MINIMUM QUALIFICATIONS: Friendly, flexible and responsible with excellent communication skills. Ability to assist park patrons with questions and information as well as communicate with park staff security on issues and safety hazards. Prefer 7 days per week availability. Absences must be coordinated in advance with the Park Office. Must consent to a background check.

POSITION TITLE: **Special Event Volunteer (14 years and up)**

BASIC FUNCTION: Assist with set-up, operation, and take-down of equipment and structures for special events. May include light cleaning.

MINIMUM QUALIFICATIONS: Good communication skills. Ability to complete tasks in an efficient and timely manner and follow written and verbal instructions. Ability to perform tasks under pressure. Demonstrated ability to lift objects of various shapes and weights safely.

POSITION TITLE: **Water Safety Instructor Volunteer (16 years and up)**

BASIC FUNCTION: Assist Instructor with class preparation and instruction of adults and children enrolled in swimming lessons and aquacise.

MINIMUM QUALIFICATIONS: American Red Cross certification in CPR for the Professional Rescuer with AED. Standard First Aid, and basic swim skills at or above level 5. Must consent to a background check.