

Please return in person, by email, or by ground mail to:
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740.323.4422 ext.1209



The Dawes Arboretum
Trees ∞ History ∞ Nature

2016 Volunteer Application

Date: _____

Volunteer Information:

Name:		Date of Birth:
Address:		Apt. Number:
City:	State:	Zip Code:
Home Phone:	Cell Phone:	Preferred method of contact:
Email Address:		

How would you like your name to appear on your name badge? Example... William: Bill or Katherine: Kate.

Please list any allergies, asthma, disabilities, limitations, medications, or other health concerns we should know about:

Emergency Contact Information:

Name:		Relationship:
Address:		Apt. Number:
City:	State:	Zip Code:
Home Phone:	Cell Phone:	Alternate method of contact:

Please list your most recent work or volunteer experience:

Type (check one): <input type="checkbox"/> Employment <input type="checkbox"/> Volunteer	
Name of Organization:	Length of Service:
Position:	Description of Role:

If you are a current student:

Name of School:	Major/Field of Study:
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Please put a check next to any of your skills and interests. Choose all that apply:

- | | | |
|--|---|---|
| <input type="checkbox"/> Art | <input type="checkbox"/> Field Research | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Horticulture | <input type="checkbox"/> Security | <input type="checkbox"/> Microsoft Office |
| <input type="checkbox"/> Land Conservation | <input type="checkbox"/> Education | <input type="checkbox"/> Other: _____ |

Please put a check next to any group you may belong to. Choose all that apply:

- | | | |
|--|--|---------------------------------------|
| <input type="checkbox"/> Master Gardener | <input type="checkbox"/> Birding FAN Club | <input type="checkbox"/> Scouts |
| <input type="checkbox"/> Ohio Certified Volunteer Naturalist | <input type="checkbox"/> Newark-Heath Rotary | <input type="checkbox"/> Other: _____ |

Other special skills, training, education, or personal experience relevant to volunteer activities at The Dawes Arboretum:

What do you hope to gain from volunteering at The Dawes Arboretum?:

How did you learn about our volunteer program?

Please select the times and days you are available to volunteer:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning (8am-noon)							
Afternoon (12-4pm)							
Evening (4-8pm)							

Set a goal! I would like to serve up to _____ hours a week / month / year.

T-shirt size (unisex sizes): S M L XL XXL 3XL

Additional Comments: _____

I understand that this application is for and not a commitment of a volunteer opportunity. I understand that all the information will be considered confidential.

X _____ **Date** _____

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	Date	INT.		Date	INT.
Application Received			Follow-Up with Volunteer		
Interview			Photo Taken		
Background Check Initiated			Photo ID Badge Received by Volunteer		
Background Check Approved/Denied					

Volunteer Interests

Please read the full description of volunteer opportunities and check your areas of interest.

Curatorial

- Collection Preservation & Development*
 - Young Tree Training
 - Collection Planting
- Herbarium*
 - Mounting Plant Specimens
- Nursery*
 - Container Nursery
 - Plant Production (Propagation)
 - Watering
- Plant Records*
 - Living Collection & Nursery Inventory
 - Data Entry
 - Mapping (GPS)
- Plant Sale Support (Spring/Fall)*
 - Pre-Sale Preparation
 - Plant Sale Event
- Research*
 - Phenology & Pollinator Garden observer

Development, PR/Marketing & Outreach

- Arboretum Ambassador*
 - Represent The Arboretum while on grounds—interact with visitors while driving golf cart, at information table, etc.
- Article Recovery*
 - Identify mentions of The Arboretum in the newspaper & other media
- Development*
 - Mailings. Fold letters; stuff, label & seal envelopes
- Outreach*
 - Represent The Arboretum at local Farmer's Markets, tabling events, fairs, parades, etc.
- Photography*
 - Submit photographs for consideration in various publications
- Website Maintenance*

Education Assistance & Programming

- Adult Programming*
 - Saturday Speaker Series, Telescope 101, etc.
- Adults with Developmental Disabilities*
 - Assist with a variety of programming
- Displays & Kiosks*
 - Restock maps & brochures, post/remove program fliers
- Fairchild Challenge*
 - Judging student projects
- Project FeederWatch*
 - Document the variety of birds in the Bird Watch Garden
- Scouts*
 - Help Scouts receive their badges, assist with group night hikes, and other educational programming
- School Fieldtrips*
- Youth & Family Programming*
 - Family Investigations, Night Hikes, Story Trail, Stroller Stroll, etc.

Grounds

- Bird Watch & Pollinator Garden*
 - Our valued Master Gardener's
- Central Grounds Garden Corps*
 - Help maintain many of our beautiful gardens, Wednesday mornings
- Deck the Dawes*
 - Create wreaths to be displayed around The Arboretum during the holidays
- Grounds Maintenance & Beautification*
 - leaf collection, pruning, mulching, watering, edging, etc.
- Learning Garden & Education Support*
- Seed Starting/Greenhouse Support*

History

- Daweswood House Museum Tours*
 - Lead tours through the country home of our co-founders.
- History Archives*
 - Maintain family antiques and memorabilia
- History Center Attendant*
 - Greet guests and answer questions they might have
- Tea in Bertie's Garden*
 - Registration, assist with tours

Land Conservation

- Bluebird Trail Monitor*
- Butterfly Trail Monitor*
- Conservation/Restoration*
 - Native plantings & plant skydd (deer/rabbit repellent) application
- Greenhouse*
 - Seed collection, up-potting & propagation
- Invasive Weed Removal*
 - Removal of crabapple, honeysuckle, garlic mustard, etc.
 - Pond drudging
- Monarch Butterfly Rearing Project*
 - Collecting nectar sources
 - Cleaning Monarch vases
 - Collecting eggs and adults
- Wildlife*
 - Nesting structure maintenance
 - Wildlife surveys (i.e., Christmas Bird Count)
 - Nuisance animal control

Visitors Services & Special Events

- Security*
 - Assist security team onsite in truck or on golf cart. Setups may be Included
- Setup Crew*
 - Setup tables, chair, AV and/or sound equipment
 - Setup tents on large event days
 - Parking
- Visitor Center Attendant*
 - Assist with answering phones, greeting guests, and creating Daweswood Gifts displays. Also checks on Discovery Center
- Wagon, Walking & Bus Tour Guides*
 - Lead guests on guided tours
- Wagon Tour Driver*
 - Setup wagon, drive for guided tours, and put wagon away
- Wedding/Party Liaison*
 - Transport guests via golf cart, check on bride and attend to her needs
 - Assist with restricting visitor access to certain garden areas during wedding

Signature Events—Duties Vary

- Arbor Day Festival*
- Donor Events*
- Fall Festival*
- Holiday Greenery Workshops*
- Maple Syrup Madness Evaporator Attendants*
- Maple Syrup Madness Tour Guides*
- Ohio Sustainable Landscape Symposium*
- Summer Event*
- Trustee Events*