



# VOLUNTEER APPLICATION

Parks Department

Thank you for your interest in the Volunteer In Parks (VIP) program with Dakota County. Please return the completed application to the Volunteer Coordinator, Dakota County Parks, 14955 Galaxie Avenue, Apple Valley, MN 55124. If you have any questions, please call 952/891-7980 or email VIP@co.dakota.mn.us.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## VOLUNTEER INTERESTS

Volunteer opportunities of interest:

- Outdoor Education Program Assistant
- Visitor Center Front Desk/Greeter
- Photographer
- Design Aide
- Adopt-a-Park or Adopt-a-Trail
- Office Assistant
- Equipment Guru
- Other: \_\_\_\_\_

At which location(s) are you interested in volunteering? (Please indicate all that apply.)

- Lebanon Hills Regional Park (Eagan)
- Thompson County Park (West St. Paul)
- Spring Lake Park Reserve (Hastings)
- Big Rivers Regional Trl (Mendota Hghts)
- Lake Byllesby Regional Trl (Can. Falls)
- Miesville Ravine Prk Reserve (Miesville)
- Off Leash Dog Area (Empire Township)

AVAILABILITY								Other comments regarding availability:
	MON	TUES	WED	THUR	FRI	SAT	SUN	
DAY								
EVE								
No. of hours: _____ per _____ (week/month)								

## EMPLOYMENT AND EDUCATION

Current Employer (if applicable): \_\_\_\_\_ Title: \_\_\_\_\_

Current School and Major (if applicable): \_\_\_\_\_

Previous work experience (paid and unpaid): \_\_\_\_\_

Special training/skills/hobbies/certification/languages spoken: \_\_\_\_\_

How did you learn about the Dakota County Parks Volunteer In Parks program? \_\_\_\_\_

**REFERENCES**

Please provide three adult references (include both personal and professional, other than relatives):

NAME	PHONE	YEARS KNOWN
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- 1.
- 2.
- 3.

**EMERGENCY CONTACT INFORMATION**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

**BACKGROUND CHECK DISCLOSURE**

You are hereby notified that Dakota County Parks Department may obtain a criminal background check for the purpose of evaluating you for certain volunteer positions. An Informed Consent will be provided to you to complete and sign upon application for specific positions that require a background check, as determined by the Dakota County Parks Department. You are entitled to obtain, by written request, disclosure of the nature and scope of the report.

**YOUR RIGHTS AS A SUBJECT OF DATA**

Minnesota Statutes 13.01 through 13.88 on data privacy require that you be informed that the following information which you are asked to provide in the volunteer application process is considered private data: name, home address, home phone number, birth date.

This means it is available only to you and County officials who have a bona fide need for it. This data will be used to identify you within the volunteer placement process. Furnishing racial/ethnic data, age, gender and social security number is voluntary. Refusal to supply other requested information might result in your application not being considered.

Your name will become public data when you are certified as eligible to be selected to fill a volunteer vacancy. All other information you supply on this application with the exception of that which is private data as indicated above will become public if you are placed by Dakota County.

**AFFIRMATIVE ACTION POLICY STATEMENT**

Dakota County acknowledges that equal opportunity for all persons is a fundamental human value. Consequently, the County provides access and admission to volunteer opportunities without discrimination because of race, color, creed, age, religion, national origin, gender, sexual orientation, disability, marital status or public assistance status. Dakota County requires its managers and supervisors to make all volunteer placement decisions on the basis of individual ability and merit, without discrimination or favor.

The information I have provided is current. I understand that acceptance as a volunteer and assignment to a position in the Volunteer in Parks program with Dakota County is based on assessment by program staff and availability of a suitable position for me. I also understand that submitting this application does not obligate me as a volunteer with Dakota County.

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Parent/Legal Guardian Signature (if applicant under 18)*

\_\_\_\_\_  
*Date*