



MARYLAND/D.C. CHAPTER VOLUNTEER INFORMATION FORM

name \_\_\_\_\_
first m.i. last
address \_\_\_\_\_ e-mail \_\_\_\_\_
home phone (\_\_\_\_\_) \_\_\_\_\_
employer \_\_\_\_\_ work phone (\_\_\_\_\_) \_\_\_\_\_
job \_\_\_\_\_ fax (\_\_\_\_\_) \_\_\_\_\_
birthday (optional) \_\_\_\_/\_\_\_\_/\_\_\_\_ cell phone (\_\_\_\_\_) \_\_\_\_\_

In case of emergency, notify \_\_\_\_\_
name relationship phone
Do you have any health problems or limitations of which we should be aware?
specify: \_\_\_\_\_

I would prefer to receive the Oak Leaf Oracle volunteer newsletter via (check one) [ ] e-mail [ ] U.S. Post.
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AREAS OF INTEREST

Please feel free to include a resume. You may find it helpful to read entire form before answering questions.

OUTDOORS WORK--area(s) preferred:

\_\_\_\_\_ Western MD \_\_\_\_\_ Central Maryland \_\_\_\_\_ Western Shore \_\_\_\_\_ Eastern Shore
\_\_\_\_\_ habitat restoration \_\_\_\_\_ light construction/repair \_\_\_\_\_ trail building/maintenance
\_\_\_\_\_ Work Day Leader (supervise groups of volunteers in the above projects; 3 days training average)
\_\_\_\_\_ field research \_\_\_\_\_ driving/delivery \_\_\_\_\_ Field Trip Leader
\_\_\_\_\_ trash cleanup projects \_\_\_\_\_ with my truck or van (18 hrs. training)
\_\_\_\_\_ Preserve Monitor (land we own; 2 days training, 3 year assignment, monitor and report 4 times yearly)
\_\_\_\_\_ Co-op Monitor (land we helped others acquire; 3 hours training, 3 year assignment, monitor and report once yearly)
\_\_\_\_\_ Weed Watcher (monitor our preserves for invasive species 6 times yearly; 2 days training)
\_\_\_\_\_ Weed Buster (control invasive species on preserves; short-notice on-call projects)
\_\_\_\_\_ other \_\_\_\_\_

OFFICE WORK--office preferred:

\_\_\_\_\_ Bethesda (20 staff) \_\_\_\_\_ Salisbury (1 staff) \_\_\_\_\_ Seaford, DE (1 staff) \_\_\_\_\_ Clear Spring (1 staff)
\_\_\_\_\_ reception \_\_\_\_\_ mailings \_\_\_\_\_ data entry
\_\_\_\_\_ word processing \_\_\_\_\_ file or library research \_\_\_\_\_ slide librarian
\_\_\_\_\_ Volunteer Night Project Coordinator (Tuesday evenings as needed; supervise volunteers in a variety of projects)
\_\_\_\_\_ other \_\_\_\_\_

**FROM YOUR HOME OR IN OUR OFFICE-- Feel free to include samples. Location(s) preferred:**

home       Bethesda       Salisbury       Seaford, DE       Clear Spring  
 nature illustration       photography       graphic design by hand  
 newsletter layout       calligraphy       computer graphic design  
 proofreading       writing/editing       booth display coordinator  
 I have access to Microsoft Office at my home/office.  
 other \_\_\_\_\_

**OUTREACH WORK IN YOUR COMMUNITY:**

booth display       Speakers Bureau       marketing projects  
 organizing events       (6 hours training)       Regional Speakers Bureau  
 fundraising projects       Speakers Bureau Trainer       Coordinator  
 other \_\_\_\_\_

**TOOLS/EQUIPMENT YOU COULD PROVIDE WHEN YOU WORK WITH US:**

pickup truck (4-wheel drive?  Y  N)       wheelbarrow  
 surveyor's transit       ham or CB radio       boat (type: \_\_\_\_\_)  
 video equipment       compass       hand tools  
 power tools (specify \_\_\_\_\_)  
 other \_\_\_\_\_

**OTHER SKILLS/AREAS OF EXPERTISE YOU WOULD LIKE TO OFFER THE NATURE CONSERVANCY:**

attorney       real estate experience       accounting  
 surveying       pilot       video production  
 cartography       construction/carpentry       GIS  
 natural sciences background (specify \_\_\_\_\_)  
 other \_\_\_\_\_

**TIME(S) AVAILABLE FOR VOLUNTEER WORK:**

weekdays       weeknights       weekends  
Times/months/seasons not available \_\_\_\_\_

**SCHEDULE PREFERRED:**

weekly       monthly       times per year  
 every other week       every other month       on call (short notice is ok)  
 other \_\_\_\_\_

**IF THE ABOVE ANSWERS DON'T DESCRIBE IT, WHAT IS YOUR PICTURE OF THE IDEAL VOLUNTEER JOB?**

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## LIABILITY RELEASE

I, \_\_\_\_\_, have volunteered to assist The Nature Conservancy, a nonprofit corporation organized and existing under the laws of the District of Columbia (the "Conservancy").

I have volunteered my time and services because of my support for the Conservancy and my desire to participate actively in the furtherance of its work. I understand that my activities as a volunteer entail a risk of physical injury or death and that I may be exposed to hazards arising from vehicular travel over both improved and primitive roads, use of tools and equipment and strenuous manual labor. I further understand that accidents or injuries may occur in locations or under circumstances where medical attention is not readily available. I expressly assume all risks associated with or arising from my volunteer activities. Because the assertion of claims against the Conservancy for personal injury occurring during my volunteer service would be antithetical to my support of the Conservancy and its goals and would reduce the ability of the Conservancy to accomplish its charitable purposes, I grant this release.

I agree to abide by all rules and regulations of The Nature Conservancy regarding safety and use of all equipment.

On behalf of myself, my estate and the personal representative thereof, my heirs and assigns, I hereby forever release The Nature Conservancy, its officers, directors, employees and agents, from any and all costs, claims, losses, liabilities or damages arising from or in any way related to, my service as a volunteer. I intend this release to be effective, regardless of whether the claim of liability is asserted in negligence, strict liability in tort, or other theory of recovery. For myself, my estate and the personal representative thereof, my heirs and assigns, I covenant and agree to make no claim, nor to institute any suit, action or proceeding against the Conservancy, its officers, directors, employees and agents, relating to any accident, incident or occurrence arising out of, or in connection with, my volunteer activities.

I have executed this release on \_\_\_\_\_  
date

\_\_\_\_\_ address: \_\_\_\_\_  
signature

\_\_\_\_\_ phone: \_\_\_\_\_  
print name

\_\_\_\_\_  
signature of parent or legal guardian, if volunteer is a minor

Please note: The Conservancy provides secondary insurance coverage to **supplement** your own health insurance in the event of injury. If you would like more information about our policy, please ask for a pamphlet.

No matter where you work or what project you undertake, please think carefully about safety, and be cautious!

## **CONFIDENTIALITY STATEMENT**

As a volunteer for The Nature Conservancy, I acknowledge that I may have access to confidential and privileged information and materials obtained through my affiliation with The Nature Conservancy. I shall not share any such information or materials with anyone within or outside the organization not intended to receive them. This includes, but is not limited to, the following:

Specific location of preserves with restricted visitation, which might lead to unauthorized visits;

Specific location of rare plants or animals, which might lead to unauthorized collecting;

Nature Conservancy financial, membership, or donor information in files, databases or mailings;

Information about Registered Landowners in files or Site Information Packets, or learned from calls or visits made through the Registry Partnership Program.

I have executed this statement on \_\_\_\_\_  
date

\_\_\_\_\_  
signature

\_\_\_\_\_  
print name

### **PLEASE CHECK YES OR NO BELOW**

The Nature Conservancy of Maryland/ D.C. would like to recognize our volunteers (by listing your NAME ONLY) on our chapter Web site.

- Yes, please list me on the chapter's Web site.
- No. Thank you, but I prefer not to be listed.

The Nature Conservancy of Maryland/ D.C. may also use photographs of our volunteers in our publications, on our Web site and, occasionally, for circulation with press releases to local newspapers.

- Yes, you may use photographs of me.
- No. Please do not use any photographs in which I am included.

Please return to:  
Volunteer Program  
The Nature Conservancy of Maryland/D.C.  
5410 Grosvenor Lane, S. 100  
Bethesda, MD 20815