

SIERRA CLUB
Baltimore Inner City Outings
VOLUNTEER APPLICATION

Thank you for your interest in being a volunteer¹ in Baltimore's Inner City Outings (BICO) program, an outreach of the Sierra Club. It is our goal to match the skills and interests of our volunteer candidates with the youth participants whom we serve. We also want to ensure a safe environment for all youth and adult participants. Please take some time to print or type your detailed responses to the following questions, feeling free to attach extra pages where necessary. Your birth date and social security and driver's license numbers are needed to run background checks. The information you provide will be safeguarded, will only be used for BICO purposes, and will not be shared or given to any other organization. If you have any questions about how to complete this form, please contact Ann Burchard at annburchard@gmail.com.

NOTE: PLEASE INCLUDE A SIGNED COPY OF YOUR VOLUNTEER AGREEMENT AND CODE OF ETHICS FORMS

PLEASE PRINT ANSWERS BELOW

NAME: _____

ADDRESS (street, city, state, zip):

SOCIAL SECURITY NUMBER: _____

BIRTH DATE (mm/dd/yy): _____

OCCUPATION: _____ PLACE OF EMPLOYMENT: _____

HOME PHONE: _____ BUSINESS PHONE: _____ May we call you at work? _____

E-MAIL ADDRESS: _____ FAX: _____

CELL PHONE: _____

DRIVER'S LICENSE(State): _____ (#): _____

ARE YOU A SIERRA CLUB MEMBER? _____ MEMBERSHIP # _____ EXPIRATION DATE __-____

ARE YOU CURRENTLY CERTIFIED IN FIRST AID? _____ EXPIRATION DATE _____

ARE YOU CURRENTLY CERTIFIED IN CPR? _____ EXPIRATION DATE _____

Why do you want to become involved with Inner City Outings?

¹ A volunteer is defined as a person that meets all of the requirements to be considered a BICO Volunteer as outlined by the BICO Bylaws (found at <http://ico.sierraclub.org/baltimore/resources.html>).

Please describe your previous outdoor experience.

Please describe your previous experience with youth.

Please list areas you have special training or skills.

Please summarize your previous volunteer experiences.

Are you in good physical health? List any conditions that might limit your active participation.

Emergency contact: (name, relationship, home and work phone numbers, address)

What is your expected time commitment with BICO?

PLEASE list at least three references (other than relatives) whom we may contact that can vouch for your character and familiarity with the outdoors or youth. Please include one or more work references. You must have known these references at least one year. Once *three* references have been received, then the reference requirements have been satisfied.

NAME _____ EMAIL _____ RELATIONSHIP _____

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BICO performs background checks on all potential volunteers because we work with minors. This background check includes questioning your personal references and checking your history for criminal convictions and DMV driving offenses. We hold this information in strictest confidence. If you feel for any reason that your background check is incorrect, an appeal process can be initiated.

Please answer: YES or NO to the following

Have you ever been an excessive user of alcohol or drugs? _____

Have you ever been convicted of a crime? _____

Do you object to ICO checking with appropriate public authorities (e.g. police, courts, Dept. of Motor Vehicles, etc.) for matters of public record regarding your background or history? _____

Are you willing and able to drive youth participants in a 15-passenger rental van? _____

Are you willing and able to drive adult participants in your vehicle? _____

If you are willing to drive, we need you to verify personal liability and property damage insurance on your vehicle. Please enter the name of your auto insurance company and policy #: _____

I certify that the information given herein is true and complete to the best of my knowledge. I hereby authorize Baltimore Inner City Outings to investigate all statements contained in this application, contact individuals and/or organizational references, and furthermore authorize the release of personal information regarding me. This information is to be used only to determine my suitability for volunteering with Inner City Outings. I understand that misrepresentation or omission of facts called for herein will be sufficient cause for termination of service.

Signature: _____ Date: _____

Enclosures and * items must be completed by all applicants

- * _____ signed & dated Volunteer Application
- * _____ signed, dated & witnessed Code of Ethics
- * _____ signed & dated Volunteer Agreement
- _____ copy of Sierra Club Membership Card (To be a Leader²)
- _____ copy of CPR & First Aid Cards (To be a Leader)
- * _____ copy of Driver's License
- * _____ copy of driver's proof of insurance

Please mail this form and requested enclosures to: Ann Burchard, 913 Rambling Dr, Catonsville, MD 21228

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² A leader is defined as a BICO Volunteer that meets all of the requirements to be considered a BICO Certified Leader as outlined by the BICO Bylaws (found at <http://ico.sierraclub.org/baltimore/resources.html>).

