



Hello Interested Adult Volunteer Candidate:

Thank you for your interest in the Minnesota Zoo Volunteer Program! You are on your way to learning about the amazing opportunities available to you as a volunteer at the Minnesota Zoo. The application process is an easy three step process.

1. Essay Questions

Please answer the essay questions below on a separate sheet of paper. Your responses may be typed or handwritten. Each response must be at least 75 words.

1. Describe two of your strengths and talents that you would bring to the Minnesota Zoo Volunteer Program.
2. Why does volunteering at the Minnesota Zoo appeal to you? Why do you want to be part of this program?
3. How do you feel about animals in captivity in a zoo setting?

2. Application Form

Please complete the application form which is page 2 and 3 of this attachment. Mail your completed application form and the answers to the essay questions above to the address listed below.

3. Shadow Days or Information Sessions

Adult Interpretive Volunteers

Please call 952-431-9588 to schedule a shadow day **at your earliest convenience**. During this day, you will spend your time following a trained volunteer around the Zoo to see exactly what volunteers do during a typical day. This is a great way to find out if this volunteer program is what you are looking for. This day also includes a short interview in the afternoon and you will have a chance to ask questions and get more information about the program and training. Shadow days must be completed prior to the start of each training program. You can find the training dates on the 2010 Training Calendar that is part of this document.

Summer Seasonal & Farm Volunteers

After receiving your application you will be sent a link to sign up on line for an interview session. Limited capacity for each interview session due to space restrictions. There will be a group presentation where you will get more information about volunteering at the Zoo and specific information about your program. Five-minute individual interviews will take place at this time. Pre-registration for these programs is required.

Gift Shop and Office Assistant Volunteer Programs

Call for details on opportunities and training



MINNESOTA ZOO
Changing how you see the world

PERSONAL INFORMATION

Legal First Name _____ Middle _____ Last _____ Prefer to be called _____
 Phone Home _____ Work _____ Cell _____
 E-mail Address _____ Birth Date _____
 Address City Zip _____
 Emergency Contact _____ Relationship _____ Day Phone _____ Cell _____
 Emergency Contact _____ Relationship _____ Day Phone _____ Cell _____

SCHOOL/EMPLOYMENT If retired, please indicate and list your former employer

School/College _____ Grade/year if currently attending _____ Major/Degree _____
 Employer _____
 Current employer or former if retired _____ Position _____ How long have you been at your current job _____

MINNESOTA ZOO MEMBER OR PAST VOLUNTEER

Are you a current member Please list member number, or have you ever been a MN Zoo member? _____
 Have you ever volunteered at the MN Zoo? List name if different from current _____
 How did you find out about our volunteer program? _____

TELL US WHAT PROGRAM YOU WANT AND WHEN YOU ARE AVAILABLE TO VOLUNTEER

Check availability only for the program in which you are interested. Leave others blank

- Adult Interpretive Program** please identify your 1st, 2nd and 3rd choice of volunteer day
 Monday Tuesday Wednesday Thursday Friday 1/3 Saturday 1/3 Sunday 2/4 Saturday 2/4 Sunday
- Summer Seasonal Interpretive Program** please identify your 1st, 2nd and 3rd choice of volunteer day
 Monday Tuesday Wednesday Thursday Friday Saturday Sunday Morning shift Afternoon shift
- Family Farm Interpretive Program** please identify your 1st, 2nd and 3rd choice of volunteer day
 Monday Tuesday Wednesday Thursday Friday Saturday Sunday
- Gift Shop Volunteers—18 years of age and older** please identify your 1st, 2nd and 3rd choice of volunteer day
 Monday Tuesday Wednesday Thursday Friday Saturday Sunday Morning shift Afternoon shift
- Office Assistant Volunteers—18 years of age and older** please identify your 1st, 2nd and 3rd choice of volunteer day
 Monday Tuesday Wednesday Thursday Friday Saturday Sunday Morning shift Afternoon shift

REFERENCES Please provide two work, school or personal references, not relatives, whom we may contact regarding your application

Name _____ Relationship _____ Day Phone _____ Email _____

Address City Zip _____

Name _____ Relationship _____ Day Phone _____ Email _____

Address City Zip _____

MEDICAL NOTES Allergies, medications or other medical conditions of which you want us to be aware _____

IMPORTANT

By signing below, I authorize investigation of all information contained in this application and/or provided in my interview. Any persons or organizations I have listed are authorized to provide information including, but not limited to, employment, performance, disciplinary or attendance records, volunteer history or character. I certify that the facts I have given in my volunteer application are true and correct. I understand that any false, misleading or concealment of information on this application is sufficient cause for disqualification or immediate discharge.

I understand that there will be an interview in addition to my application.

I understand that a selection process is used in the recruitment process and not all applicants are accepted into the program.

I understand that the Farm and Summer Seasonal Programs run 12-14 weeks. My summer schedule will allow me to miss **no more** than two weeks of volunteering.

I understand that the Adult Interpretive Program is a year-round program.

I understand that as an adult, the Minnesota Zoo will run a background check on me before I may begin volunteering.

Signature of applicant

Date

Please print your name

RETURN YOUR APPLICATION and ESSAY QUESTIONS TO

Minnesota Zoo Volunteer Office 13000 Zoo Boulevard Apple Valley, MN 55124

FOR ADDITIONAL INFORMATION

Volunteer Office 952-431-9588

Volunteer Office E-mail volunteer@mnzoo.org

Volunteer Office Fax: 952-431-9236

MINNESOTA ZOO VOLUNTEER PROGRAM INTERVIEW AND TRAINING SCHEDULE for 2010

Adult Interpretive Program Training

After receiving your application, you will be contacted to schedule a shadow date. Your interview will take place on the same day. Please check your availability to take the needed training. Make-up days are included if you must miss one or two classes, but realize that it will be a condensed training, with more study at home, and you may miss behind the scenes tours for some trails.

Spring Training Class 2010

Wednesday March 3	6-9 pm	Orientation
Saturday March 13	9am-4pm	Discovery Bay/Sealife
Saturday March 20	9am-4pm	Tropics
Saturday March 27	9am-4pm	Customer Service, Interpretation, Farm
Saturday April 3	No class this week	
Saturday April 10	9am-4pm	Northern Trail
Saturday April 17	9am-4 pm	Minnesota Trail
Saturday April 24	9am-4pm	Make up day for a missed training session

Fall Training Class 2010

Wednesday Sep 15	6-9 pm	Orientation
Saturday Sept. 25	9am-4pm	Northern Trail
Saturday October 2	9am-4pm	Minnesota Trail
Saturday October 9	9am-4pm	Discovery Bay/Sealife
Saturday October 16	9am-4pm	Tropics
Saturday October 23	9am-4pm	Interpretation, Customer Service
Saturday October 30	9am-4 pm	Make up day for a training session you missed

Summer Seasonal Program

After receiving your application you will be sent a link to sign up on line for an interview session. Limited capacity for each interview session due to space restrictions. There will be a group presentation where you will get more information about volunteering at the Zoo and specific information about your program. Five-minute individual interviews will take place at this time.

Interview sessions

Saturday May 8 10-12am

Training classes

Saturday May 15	9am-noon	Zoo orientation, customer service, first aid, uniforms
Sunday May 23	12noon-4pm	Discovery Bay, Dolphin Stadium, Russia's Grizzly Coast

Please note there is no make-up day for either session. If you are not available for this training, you will not be able to join the program.

Family Farm Volunteer Program

After receiving your application you will be sent a link to sign up on line for an interview session. Limited capacity for each interview session due to space restrictions. There will be a group presentation where you will get more information about volunteering at the Zoo and specific information about your program. 5 minute individual interviews will take place at this time.

Interview sessions

Saturday, May 8 10-12am

Training class

Saturday May 15	9am-12noon	Zoo orientation, customer service, first aid and uniforms.
Sunday, May 23	12noon-4	Farm animal fact training

Please note there are no make up training days. If you are not available for both training days, you will not be able to join the program.

Gift Shop and Office Assistant Volunteer Programs

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