City of SeaTac Parks and Recreation
Application for Volunteer Opportunities

Thank you for your interest in volunteering with our Parks and Recreation department. Please complete the application below along with a background check form and return it to the Special Events and Volunteer Coordinator. For more information on other department opportunities please complete the background check form and submit it to Human Resources. We appreciate your commitment to supporting our community efforts.

This form is for interest in volunteer work within the Parks and Recreation department. Parks and Recreation are not able to fulfill court-appointed community service hours. Completed applications can be returned to the contact listed below.

Name:_____ **Date of Birth:**_____

Address:_____ **City:**_____ **State:** _____ **Zip:**_____

Phone:_____ **Valid State I.D. / Drivers License?** ☐ Yes ☐ No

Email Address:_____

Emergency Contact:_____ **Phone:**_____ **Relationship:**_____

CPR Certified? ☐ Yes ☐ No First Aid Certified? ☐ Yes ☐ No

Any information the Parks and Recreation Department should be aware of while you are a volunteer?

_____

_____

What areas of volunteer work are you interested in?

- ☐ Youth Services Program (afterschool program, summer camp)
- ☐ Teen Services Program (teen center, summer camp)
- ☐ Senior Services Program (congregate lunch, activities)
- ☐ Special Events (community events, art exhibits)
- ☐ Parks Restoration (planting trees, pulling weeds)
- ☐ Other: _____

What general skills or experience would you like to share in your volunteer work?:

_____

_____

Availability *(select all that apply):*

- ☐ Long Term
- ☐ Short Term
- ☐ Special Project
- ☐ Mornings
- ☐ Afternoons
- ☐ Weekends Only

→

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday

For general questions about volunteering with the City of SeaTac Parks and Recreation please contact:

Jessica Ramirez
specialevents@seatacwa.gov | 206-973-4691
Special Events & Volunteer Coordinator
13735 24th Ave. S., SeaTac WA, 98168

FOR STAFF USE ONLY

Received:_____ Staff:_____

Division:_____

Parent/Guardian Contacted? **Yes | No N/A**

Personal Information

Have you ever been convicted of a misdemeanor other than a traffic offense within the past three (3) years? ☐ No ☐ Yes Please describe:_____

Have you been convicted of a felony or released from prison within the last ten (10) years?

☐ No ☐ Yes Please describe: _____

Have you ever been convicted or have an arraignment pending for any criminal sex offenses?

☐ No ☐ Yes Please describe: _____

Have you ever been convicted or have an arraignment for any criminal assault charges?

☐ No ☐ Yes Please describe: _____

When the City of SeaTac performs a Background and Reference check, will there be any questionable entries that may require clarification?

☐ No ☐ Yes Please describe:_____

Do you have any medical conditions, physical or emotional, that should be taken into consideration in arranging volunteer assignments? ☐ No ☐ Yes:_____

Volunteer Agreement & Release

Volunteers agree to abide by all relevant City policies and procedures. Also to perform volunteer services in a safe, responsible manner in accordance with the description of service.

This agreement shall apply to person and organizations voluntarily performing non-compensated services for the City. This Agreement shall not constitute an employer/employee relationship between the individual(s) and the City of SeaTac. The City shall not be responsible for, or liable for, nor shall the applicant be eligible to receive, any compensation or benefits as a result of this Agreement.

I, the volunteer, agree with the following:

- I am not to appear to programs under the influence of any drugs or alcohol
- If I drive a vehicle to the site or during the course of volunteer service, my personal vehicle insurance provides coverage
- Should an injury occur during the scope of my service, the City has included my hours of volunteer service in the State Labor and Industries coverage for volunteer workers.
- I understand that I am to report any on-the-job injury, no matter how minor, to a City representative.
- I will practice clear communication and good judgment when working with patrons and participants.

Background checks: Volunteers will not have unsupervised access to children, or vulnerable adults. I consent to the City performing a background check into my history

and waive any right of privacy I may have in such information for the limited purpose of the City considering it for determining my suitability as a volunteer.

Liability Waiver & Hold Harmless: For and in consideration of the opportunity offered to volunteer in classes, activities, programs and/or events offered by or in association with the City of SeaTac Parks and Recreation Department, I, as evidence by my signature below, hereby release, waive, forever discharge and hold harmless the City of SeaTac, a Washington municipality, from any and all manner of claims, demands, debts, costs, expenses, liabilities, loss of services, loss of consortium, actions or causes of action or lawsuits of whatever kind or nature that participant may have in the future against the City of SeaTac, its officials, employees, agents, organizers, sponsors, volunteers, or contracted instructors, for any and all injuries, death, damages, or losses of any kind or nature that may be sustained or suffered by PARTICIPANT as a result of participation in the aforesaid classes, activities, and/or programs offered by or in association with the City of SeaTac Parks and Recreation Department.

RELEASOR understands and agrees that the execution of this release, waiver and indemnity agreement prohibits RELEASOR, RELEASOR'S heirs, assigns, beneficiaries, agents and representatives from asserting any claim at any time against the City of SeaTac. RELEASOR further acknowledges that RELEASOR has familiarized himself/herself with the description of the classes, activities, programs, and/or events offered by or in association with the City of SeaTac Parks and Recreation Department; understands the hazards and the personal limitations of RELEASOR; and therefore knowingly assumes all risks associated with any classes, activities, events and/or programs for which RELEASOR is volunteering for.
Further, RELEASOR acknowledges that RELEASOR has read this release, waiver and indemnity agreement and understands its contents and that RELEASOR has signed this release as his/her own free voluntary act and deed.

I hereby give permission for images of me, or of my children named in this registration form, captured during activities of SeaTac Parks and Recreation through any means, to be used by the City of SeaTac for promotional purposes in any media. I consent to such uses and hereby waive all rights to compensation.

x_____ _____ Date_____
Signature Print

If under 18, Parent/Guardian's

x_____ _____ _____
Signature Print Date

(___)_____-_____
Parent/Guardian Phone Number

Please attach a complete background form with this application

Language assistance may be available to you. If you need them, please contact us at specialevents@seatacwa.gov or 206-973-4680

Es posible que haya asistencia lingüística disponible. Si necesita servicios lingüísticos, comuníquese con nosotros. Para ello, llame al 206-973-4680 o specialevents@seatacwa.gov

Quý vị có thể được hỗ trợ về ngôn ngữ. Nếu cần dịch vụ ngôn ngữ, xin liên lạc với chúng tôi theo thông tin liên hệ là specialevents@seatacwa.gov hoặc 206-973-4680.

የቋንቋ ድጋፍ ለእርስዎ የሚገኝ ሊሆን ይችላል። የቋንቋ ድጋፍ አገልግሎቶችን የሚፈልጉ ከሆነ፣ እባክዎን በ specialevents@seatacwa.gov ወይንም በ 206-973-4680 ያግኙን

Caawinta luqadda ayaa laga yaabaa inay diyaar kuu tahay. Haddii aad u baahan tahay adeegyada luqadda, fadlan nagala soo xidhiidh specialevents@seatacwa.gov ama 206-973-4680

AUTHORIZATION FOR BACKGROUND AND REFERENCE CHECKS

With the applicant's authorization, the City conducts background and reference checks as follows:

- *All finalists being considered for appointment for hiring, contracting with the City, or volunteer opportunities will have their criminal records checked;*
- *All finalist applicants being considered for hire will have employment references checked;*
- *All finalist applicants being considered for hire will have educational histories checked;*
- *All finalist applicants whose employment or volunteer positions with the City would require them to drive City vehicles as part of their assigned duties will be required to submit their driving records to the City for review and consideration; and/or*
- *Any finalist applicants whose employment or volunteer positions with the City require them to handle the City's cash, investments or other monetary assets will be required to submit to a credit history check.*

Signed Authorization for Background and Reference Checks forms for applicants not appointed for employment or volunteer opportunities for which they applied are shredded by the City on an annual basis. The City makes every effort to ensure the confidentiality of each applicant's personal identification information.

PLEASE PROVIDE THE FOLLOWING INFORMATION

Applicant's Name: _____
Last First Middle

Alias/Maiden/Other Name(s): _____

Date of Birth: _____ Gender: ☐ M ☐ F Telephone#:_____

Race: ☐Asian ☐ Black ☐Hispanic ☐American Indian ☐Pacific Islander

☐Two or more races ☐White
Please check only one box.

Email:_____

Address: _____
City: State Zip Code:

Social Security Number: _____/_____/_____ Required.

Driver's License Number: _____ Issuing State: _____

Have you lived in any other State(s) other than Washington in the last ten (10) years? ☐ Yes ☐ No

If YES, please note the State(s), County(ies) and dates of residence: _____ _____
State(s) County(ies)

Date(s):_____

Position Applied For: _____

I, _____ (please print), hereby authorize the City of SeaTac or an independent investigating agency appointed by the City to conduct a thorough investigation of my background including my criminal records, driving records (as applicable), credit history (as applicable), educational history (as applicable) and employment references (as applicable). I also hereby release any current or former employers or institutions, their agents or employees from any and all liability resulting from the release of such information. My authorization and release from liability are voluntary acts. This authorization shall be effective for employment and/or volunteer opportunities with the City of SeaTac only.
It is my intention that any copy of this authorization be as effective as is the original.

Signature: _____ Date: _____