



Zooteen Volunteer Application 2018-19 Season

Position Description: The Zooteen Program is specially designed for teens who are interested in pursuing a career involving zoo keeping, zoo education, veterinary care, conservation biology, or other related field. Zooteens work closely with our Education and Zookeeper Staff. They conduct Meet & Greets, complete Animal Care routines, and assist Camp Counselors during our summer camp programs. Zooteens are required to work a minimum number of shifts of each activity during the summer season, and a lesser number of hours throughout the school year.

Age Restrictions: Applicants must be 14-18 years old as of May 2018 for the 2018-2019 season

Time Commitment: Minimum of 70 hours from May-August 2018; minimum of 4 hours per month September 2018-April 2019

When to Apply: November 2017-February 2018

Interviews: January-March 2018

Additional Information: Our Zooteen Program is highly competitive and limited spots are available each year. The number of new Zooteens admitted each year depends on the number of current Zooteens returning to the program from the previous year. Applications are accepted November through March of each school year and selected applicants are invited to an interview in early spring. After all candidates have been interviewed, the Volunteer Department will notify each candidate of the outcome. Applicants that have not been selected for an interview and candidates that are not selected for the Zooteen Program that year are welcome to reapply the following season. Prior volunteer experience or work experience with animal handling, public speaking, and/or working with children are beneficial, but not necessary.

Zooteen Training: Zooteen Orientation & Training takes place in May of each year over three consecutive Saturdays. Attendance to all three days is required for admittance into the Zooteen Program. There are no exceptions. Orientation dates and times this year are:

Saturday, April 28 th	9 a.m. – 12 noon (attend with parent/guardian)
Saturday, May 5 th	9 a.m. – 4 p.m.
Saturday, May 12 th	9 a.m. – 4 p.m.

How to Apply: Please fill out the attached application and volunteer agreement. Submit your application and cover letter via email, fax, or mail:

Email: HHPZvolunteers@sanjoseca.gov

Fax: (408) 794-6470

Mail: Happy Hollow Park and Zoo
Volunteer Department
1300 Senter Road
San Jose, CA 95112

GENERAL VOLUNTEER INFORMATION

Name: _____
Last First Name Written on Nametag

Address: _____
Mailing Address City State Zip

Home Phone: _____ Applicant Email Address: _____

Parent Cell Phone: _____ Applicant Cell Phone: _____

Date of Birth (Month/Day/Year): _____ T-Shirt Size: Adult S Adult M Adult L Adult XL

Grade (circle one): 6 7 8 9 10 11 12

Foreign Languages: Spanish (circle all that apply) Speak Read Write
Other (circle all that apply) Speak Read Write

Have you ever volunteered for a City of San José program or event before? Yes _____ No _____
If yes, who was your supervisor? _____

Have you ever been convicted and /or placed on probation from any criminal offenses? Yes _____ No _____
Note: A conviction will not necessarily disqualify an individual from volunteering.

If so provide dates and detailed information below (including minor offenses):

EMERGENCY CONTACT INFORMATION

Please list an emergency contact that is NOT listed above under the parent phone number. In case of emergency, we will always contact the parent phone number first.

Emergency Contact 1

Name: _____ Relationship: _____

Cell Phone: _____ Work or Home Phone: _____

Emergency Contact 2

Name: _____ Relationship: _____

Cell Phone: _____ Work or Home Phone: _____

MEDICAL INFORMATION

Please note any physical restrictions or allergies that should be considered in assigning volunteer projects:

*** Please note that those with severe food allergies such as peanut or tree nuts may be at risk of exposure while working at the zoo as various nuts are crucial components to many animal diets. ***

PAST EXPERIENCE

Please describe your previous volunteer and/or work experience that may be relevant to this position, including but not limited to working with animals, children, public speaking, or customer relations (you may refer to your cover letter for this information):

GENERAL AVAILABILITY

Zooteens accepted into the program complete detailed seasonal availability forms in the summer, fall, and spring which used to create a master schedule for that entire season. During the summer, camps run Monday-Friday, Animal Care is available Monday-Saturday, and Meet & Greet shifts are generally available Tuesdays, Wednesdays, Fridays, and Saturdays. During the school year, all formal shifts are conducted on Saturdays and additional animal handling training is available on weekday afternoons. Other special events may be available, and Zooteens are always welcome to sign up additional shifts as opportunities arise.

Please note the days and times you are available for assignments **during the summer**, starting _____ (date)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hours							

Please note the days and times you are available for assignments **during the school year**, starting _____ (date)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hours							

Additional Scheduling Notes:

Volunteer Agreement and Release

CONDITIONS

The Program is under no obligation to accept all interested volunteers.

Any or all of the following could be required by the City before placement of a volunteer in certain volunteer positions:

- ◆ Fingerprinting
- ◆ Background Investigation
- ◆ Negative TB test results (maximum period of 2 years preceding start of service)

State law requires that all persons having supervisory or disciplinary authority over minors in the City's recreational programs, be fingerprinted and undergo a state background check. The City may by policy, require background checks that exceed state requirements including federal criminal background checks.

I, _____, agree to volunteer my services to the CITY OF SAN JOSE ("City") and to comply with the City's volunteer code of conduct (a copy of which has been provided to me).

I understand that during the course and scope of my (or my child's) volunteer services to the City, I (or my child) will be covered under the City's Workers' Compensation self-insurance. I also understand and agree that my sole remedy for any injury that I (or my child) may sustain during the course and scope of my (or my child's) volunteer services to the City, which is covered by Workers' Compensation, shall be through the City's Workers' Compensation self-insurance coverage. I waive any other right or remedy that I (or my child) may have against the City of San Jose, its employees, officer, and agents (collectively referred to as "City") available to me for an injury as described above (including an injury arising out of the City's negligence). Further, I release the City from all other liability arising from my (or my child's) volunteer service or activities as provided hereunder.

I understand that the City of San Jose may photograph or videotape the volunteer events or activity in which I am (or my child is) participating. I give my permission for the City to use photographs or videotape of me (or my child) for the purpose of promoting the City of San Jose and its services/programs. I give my permission with the following understanding: **No compensation of any kind will be paid to me (or my child) at this time or in the future for the use of my (or my child's) likeness.**

I acknowledge that there is no salary or other compensation, or prizes of any kind to be provided by the City for my services as a volunteer. Rewards or prizes for volunteer service to the City may be offered by other persons; however, the City is not responsible for the payment of any such reward or prize to me. I also acknowledge and agree that my (or my child's) services are provided for the convenience of the City and may be terminated for any reason or for no reason and at any time by the City without prior notice or hearing. I, the undersigned, certify that the information stated on this agreement and release is true, complete and correct to the best of my knowledge and belief and is made in good faith. Any false statements made by me may be used as a basis of rejection for this application or termination of volunteer services.

This agreement shall remain in effect until terminated in writing by either party. Additional information may be provided on the attachments.

Volunteer's Signature _____ **Date** _____

If volunteer is under 18 year of age:

Parent's/Guardian's Signature _____ **Date** _____

City's Acceptance of Volunteer: _____

TB test results: _____ Verified by: Name: _____ Title: _____ Date: _____