



CITY OF WACO

PARKS & RECREATION

Post Office Box 2570
Waco, Texas 76702-2570
254 / 750-8080
Fax: 254 / 750-8087

Waco Mammoth Site Volunteer & Docent Application

Please print or type

Name _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Mobile Phone _____

E-mail Address _____

Preferred contact method (please check one):

Home phone Mobile phone E-mail

To be a Volunteer or Docent at the Waco Mammoth Site, you must be at least 18 years of age. If not, you can take part in the Jr. Volunteer program which begins in May of each year.

Are you over 18 years of age? Yes No If no, what is your age? _____

Work/Student Status

Working Not Working Retired Student*

Current or former job title:

*Name of School or College currently attending _____

Major _____

Education

Highest level of education achieved: GED High School College

Graduate School Other: _____

College/Graduate School Degree and Major _____

Special Skills/Experience

- Fluency in another language Please list: _____
- Working with children
- Interpretation Experience
- Customer Service
- Other Please list: _____

Participation at the Waco Mammoth Site

Why do you want to volunteer at the Waco Mammoth Site?

I am interested in volunteering in the following capacities at the WMS (please check all that apply):

- Customer Service** This includes answering the phones and clerical duties at the Welcome Center.
- Greeter** Involves greeting visitors and answering questions at the Welcome Center and along the path; also checking receipts at the dig shelter.
- Tour Guide** Entails giving guided tours to guests or being stationed at the Dig Shelter to talk about the remains.
- Docent** This position involves the development of and participation in the children’s School Program. The school program is generally given between the hours of 9:00 am and 11:00 am, Tuesday through Friday.
- Research** This is behind-the-scenes participation in which you can support our staff by conducting research in various areas to help with the development of the site and its interpretive programs.

Availability

- I am available to volunteer starting on (date) _____ until _____.
- I am available for an indefinite period of time.

I am willing to volunteer a minimum of hours per month (a minimum of 6 hours per month is required).

Please indicate what days and hours you are available each week or month.

	Tuesday	Wednesday	Thursday	Friday	Saturday
9:00 AM					
10:00 AM					
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM					
4:00 PM					
5:00 PM					

Comments

Person to be notified in case of an emergency:

Name _____

Phone Number (Work) _____ (Home) _____ (Cell) _____

Address _____

City _____ State _____ Zip _____

Medical or Health Concerns

Please list any medical or health concerns you want the WMS staff to be aware of in the event of an emergency.

References

Please list two references from work, school or other organizations where you have demonstrated work skills or volunteer involvement.

1. Name _____ Relationship _____
Email _____ Phone Number: _____
2. Name _____ Relationship _____
Email _____ Phone Number: _____

Volunteer Agreement

- When accepted into the WMS Volunteer program, I am required to volunteer a minimum of 6 hours per month. This can be spread out in one hour increments over the entire month or given in one full day of service.
- I certify that the information contained in the application is correct to the best of my knowledge. *Only complete applications will be considered.*
- I have provided two references and I give the Waco Mammoth Site permission to contact those references.
- I understand I will be expected to complete 3 hours of initial training as well as additional training throughout the year.
- I understand that filling out an application does not guarantee acceptance into the volunteer program.
- If accepted into the volunteer program, I will adhere to the Waco Mammoth Site's policies and procedures.
- I understand that I am required to pass a background check before volunteering at the Waco Mammoth Site.
- I will voluntarily offer my services with a clear understanding that there will be no monetary compensation.

Print Name _____

Signature _____

Date _____

Return completed applications to:

Waco Mammoth Site
6220 Steinbeck Bend
Waco, TX 76708

Or email applications to: [mammoth@ci.waco.tx.us](mailto:mammoths@ci.waco.tx.us)