GROUP VOLUNTEER APPLICATION FORM

Name or type of group ______________________________________________________

As you begin to plan your volunteer outing with the Catalina Island Conservancy you will need to choose an individual from your group who is willing be your Group Coordinator. The responsibilities of the Group Coordinator include arranging project dates and times, contacting the Conservancy’s Volunteer Coordinator, keeping all participants informed by meeting with your group before your volunteer outing and participating in the volunteer project with your group.

Group Coordinator ____________________________________________________________

(name)                 (phone #)

________________________________________________________________________

(mailing address)                                       (city)                          (zip)

________________________________________________________________________

(email)       (alt phone #)

Proposed date(s) of project(s)  _______________________________________________

Proposed type(s) of project(s)________________________________________________

Number of people (minimum of 6, maximum of 14)______________________________

Abilities and talents ________________________________________________________

Age group(s) ____________________________________________________________

List any prior volunteer experience your group has done together__________________

________________________________________________________________________

Reason(s) for volunteering? _________________________________________________

Have you volunteered for the Conservancy before? _______ When?_____________________

How did you discover the Catalina Island Conservancy’s Volunteer Program? ________

________________________________________________________________________

Check the box of the Island Ecology program you are requesting: __ w/ nature walk, __w/o nature walk, or __ no program please.

What topics about the Conservancy and Catalina would you like to learn about?_______

Mail to: Catalina Island Conservancy – Volunteer Services – PO Box 2739 – Avalon, CA 90704
Application – Complete application and mail to the Santa Catalina Island Conservancy; PO Box 2739; Avalon, CA 90704

Waivers – Copy and distribute appropriate waivers to participants. Completed waivers must be received by Conservancy Volunteer Dept. before group arrival. The service trip may be cancelled if anyone lacks these completed documents.

What to Bring – Copy and distribute the What to Bring list to all participants. Emphasize importance of appropriate clothing for working in the field with hazardous tools and equipment.

Itinerary – Discuss the itinerary with the participants.

Boat Reservations – Schedule your boat transportation in advance, with one of the carriers listed on the Transportation page.

Travel Arrangements – Please schedule ample time to arrive to the boat terminal before departure. It is important that the group arrive. We may not be able to accommodate last minute changes to the group arrival time (ie. if the group misses their boat), as our staff and volunteer driver schedules are created weeks in advance.

Notify Coordinator – Call the Volunteer Coordinator at (310) 510-2595 (ext. 109) to inform of boat itinerary information, the number of individuals coming and the age group of the participants.

Food – Shop for breakfast, lunch, dinner, and snack food. All food must be purchased before arrival. No time is provided for shopping on the island.

Review all application materials.

Emergency Procedures: In the event of an emergency, a response unit can respond within 15 minutes. The hospital is 15 minutes from the Volunteer Camp.

Emergency Contact Information: Participants can get emergency assistance by calling 911 or by calling the LA County Sheriff’s Department at (310) 510-0174. To contact a participant you may call (310) 510-2595 between the hours of 9:00 a.m. to 5:00 p.m.

First Aid: There will always be first aid supplies available at the camp, in the vehicles and at the work sites. The volunteer Coordinator is first aid certified.

Luggage Storage: At the end of the volunteer program you may store your luggage at the Conservancy House until 5:00 p.m. or you may store it in a locker at the boat terminal for a small fee.

Work Standards: We are grateful for each person’s contribution to our organization’s commitment to preserving Catalina as a natural wonder for all visitors to appreciate. However, we ask that each volunteer demonstrate a dedicated work effort. Goofing off and negative attitudes are grounds for cancellation as this jeopardizes everyone’s safety.

Age Limit: We require a minimum age of 12 years to stay at our volunteer camp. We absolutely prohibit toddlers or babies in our volunteer program because of the dangers posed to this age.

Chaperone Requirements: Both a male and a female adult chaperone are required for any group that has both male and female minors.

Waiver and Participation Agreement Requirements: Each participant MUST have a completed waiver and participation agreement on file before group arrival. Original completed waivers are to be mailed to the Volunteer Coordinator. (Santa Catalina Island Conservancy; PO Box 2739; Avalon, CA 90704)