

YOUTH VOLUTEERS



Dear Parent and Prospective Teen Volunteer:

Thank you for your interest in the Zoo Miami Foundation Teen Volunteer program! The Zoo Miami Foundation Teen Volunteer program is an exciting way for high school students to gain valuable skills while providing an important service to Zoo Miami.

We seek positive, responsible, enthusiastic students with an interest in learning about animals and who can effectively interact with children, staff members and Zoo visitors. Applicants must be in grades 9-12.

To be considered for the Zoo Miami Foundation Teen Volunteer program, required paperwork must be sent to the ZMF Volunteer Office postmarked by the quarterly deadline. **All required paperwork must be returned as a packet (not separately). Incomplete and late packets will not be accepted.**

After the application materials have been reviewed by a volunteer selection committee, all applicants will be notified by mail of their acceptance or non-acceptance. Selection is based upon the quality of the application packet. Students selected for the program will attend a mandatory orientation session scheduled on a Saturday. Parents are required to attend this orientation with their child, as important information will be discussed. Not attending this meeting will result in the teen being ineligible to volunteer.

If selected for the Teen Volunteer program, candidates will be required to attend one day of training on the scheduled date of the quarter.

Before applying, students with a heavy schedule of summer activities, (such as sports, camps, long vacations, jobs, etc.) should consider whether or not they have the time to commit to the program.

Enclosed you will find a fact sheet about the Zoo Miami Foundation Teen Volunteer program, an application and recommendation forms. Do not send any money with the application. If you are accepted into the program, fees will be collected at the training session.

If you have any questions, please contact us at volunteer@zoomiami.org or [305-255-5551](tel:305-255-5551).

Zoo Miami Teen Volunteer Program Fact Sheet



What do Zoo Miami Teen Volunteers do?

- Assist with **Zoo Camp** programs (Summer Camp, Winter Camp, Spring Camp, Mini camps)
- **Customer service** throughout the zoo: Amphitheatre, Critter Connection, Australian Aviary, Everglades, and Amazon & Beyond
- **Special events:** Easter Egg Safari, Zoo Boo, Spooky Zoo Nights

Who can be a Zoo Miami Foundation Teen Volunteer?

Anyone in grades 9-12 is welcome to apply. Since space in the program is limited, we cannot guarantee that all applicants will be accepted.

When can I apply?

The application and letters of reference are available online throughout the year. **All completed forms must be sent as a package (not individually) and postmarked no later than the specified date.**

Application Deadlines

	2017 #4	2018 #1	2018 #2	2018 #3	2018 #4
Information Session	Sep 30, 2017	Jan 5, 2018	Apr 7, 2018	Jul 7, 2018	Sept 29, 2018
Applications Due	Oct 6, 2017	Jan 12, 2018	Apr 13, 2018	Jul 13, 2018	Oct 5, 2018
Parent/Student Orientation	Oct 14, 2017	Jan 20, 2018	Apr 21, 2018	Jul 21, 2018	Oct 13, 2018
Student Training	Oct 21, 2017	Jan 27, 2018	Apr 28, 2018	Jul 28, 2018	Oct 20, 2018

How does the application process work?

Each application requires a minimum of two recommendation forms (provided in this packet) from a teacher, counselor, church leader, or other adult who is not a relative. Participants will be selected on the basis of the quality of their applications and recommendation forms. A maximum of 40 applicants are accepted each quarter. **If accepted, you and a parent will then be required to attend a mandatory Saturday orientation session.**

How much does it cost to be a Zoo Miami Foundation Teen Volunteer?

The fee is \$25.00. This must be paid at the training session.

What will be expected of me as a Zoo Miami Foundation Teen Volunteer program?

You must attend the mandatory training session before you begin your volunteering session. **Volunteers who do not attend the training session will not be eligible to participate in the program.** You will also be expected to commit to a minimum of 2 days (14 hours) a month during the school year and 10 days (70 hours) during the summer for a minimum period of 3 months.

What are the benefits of becoming a Zoo Miami Foundation Teen Volunteer?

In addition to enhancing your résumé or college application, you will be developing new skills and gaining an understanding of how a world-class zoo functions. For many, this will be your first job experience. You will have an opportunity to meet new people who share your interests in wildlife and conservation. The hours that you work, after your time of training, may be used to satisfy your school's community service requirement, and, hopefully, you'll have fun, too!

ZOO MIAMI FOUNDATION TEEN VOLUNTEER APPLICATION



(Please Print)

GENERAL INFORMATION		
_____	_____	_____
Last Name	First Name	Phone Number

Address		

_____	_____	_____
City	State	Zip Code

Please complete this form, and return, along with two letters of recommendation to:

Zoo Miami Foundation
Volunteer Manager
12400 SW 152 Street
Miami, FL 33177 or
volunteer@zoomiami.org

PARENT / GUARDIAN		

Name of Parent or Guardian	Work/Daytime Phone Number	Home Phone Number
Emergency Contact: _____ Phone #: _____		
Relationship: _____		
In case of emergency, when a parent or guardian cannot be reached, list the name and phone number of an alternate person to be called.		

ADDITIONAL INFORMATION			

E-Mail Address	Age	Date of Birth	Grade Entering in the Fall
			Circle One: 9 10 11 12

VOLUNTEER UNIFORM	
You will receive a Teen Volunteer T-shirt with your program fee. Please indicate your adult shirt size to the right. Extra shirts may be purchased for \$7.00 each.	Shirt Size: _____ Small _____ Medium _____ Large _____ X-Large

VOLUNTEERING

What are your goals and what do you hope to gain by becoming a volunteer at Zoo Miami?

Do you have any other volunteer experience? If yes, please explain.

Describe the qualities you feel are important to being a good volunteer.

RECOMMENDATIONS

Please include at least two recommendation forms from a teacher, counselor or community leader that is not a relative. The forms are included with this application form for your use. You may make copies if you are including more than two recommendations.

SIGN AND DATE

Please read and sign the following:

Applicant Agreement:

I agree that, if I am accepted into the teen volunteer program, I will attend the parent/student orientation meeting, training session, show up on the days that I have been scheduled (unless illness or family emergency prevents me from doing so); will call and notify staff immediately if I am unable to attend on my scheduled day; adhere to the program policies and procedures. I also acknowledge that I am personally offering services to the Zoo Miami Foundation and Zoo Miami solely for civic, charitable or humanitarian reasons, without promise, expectation, or receipt of compensation or benefits.

Signed: _____ Date: _____

Parent / Guardian Agreement:

I understand the conditions under which my child will be volunteering, and I agree to support my child's application for participation in this program. If accepted, I will see that he/she attends the parent/student orientation meeting, training session, and all scheduled work days; and adheres to the program policies and procedures. In case of emergency, when a parent or guardian cannot be reached, I hereby give my permission to Zoo Miami to secure treatment for my child. I also authorize Zoo Miami to use my child's name and photograph as a participant in Zoo programs for publicity / educational purposes related to the Zoo. I understand that no compensation will be provided.

Signed: _____ Date: _____

VOLUNTEER OFFICE USE ONLY

- | | |
|---|---|
| <input type="checkbox"/> Parent/Student Orientation _____ | <input type="checkbox"/> Name Tag _____ |
| <input type="checkbox"/> Training Date _____ | <input type="checkbox"/> Uniform _____ |
| <input type="checkbox"/> Session Date _____ | <input type="checkbox"/> Registration Fee _____ |

ZOO MIAMI FOUNDATION TEEN VOLUNTEER PROGRAM



Teacher / Counselor / Professional Recommendation Form

Student Name: _____

Organization: _____

The above-named student has applied to become a volunteer at Zoo Miami. Depending on the program, the student may be making presentations to the public, working in close proximity to exotic animals, working with young children, and providing supportive services for Zoo events. We would appreciate your honest evaluation of the applicant in the areas listed below.

Please complete the application and return, along with two recommendation forms to:

Zoo Miami Foundation
Volunteer Manager
12400 SW 152 Street
Miami, FL 33177 or
volunteer@zoomiami.org

How long have you known the above-named student, and in what capacity?

Please evaluate the applicant by circling the appropriate number.

Scale: 1=Outstanding 2=Excellent 3=Good 4=Average 5=Fair 6=Poor U=Unknown

Dependability	1	2	3	4	5	6	U
Punctuality	1	2	3	4	5	6	U
Ability to work & communicate with children	1	2	3	4	5	6	U
Ability to work & communicate with peers	1	2	3	4	5	6	U
Ability to work & communicate with adults	1	2	3	4	5	6	U
Leadership skills	1	2	3	4	5	6	U
Ability to follow directions	1	2	3	4	5	6	U
Ability to accept constructive feedback	1	2	3	4	5	6	U
Degree of demonstrating proactivity	1	2	3	4	5	6	U
Degree of commitment	1	2	3	4	5	6	U

Please use the space below to comment on any other factors you feel would be helpful in evaluating his or her application. Thank you. (Attach additional sheet if necessary.)

Signature and Title

Date

May we contact you by phone if we have any questions? Yes (Phone #: _____) No

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