

# VOLUNTEER APPLICATION FORM



Contribute to The Ruth Bancroft Garden,  
**volunteer!**

The organization and maintenance of this public garden greatly benefits from the efforts of its volunteers. Being a volunteer is a great opportunity to learn about dry gardens, and to support the education and enjoyment of our public.

Our volunteers are involved in all aspects of the garden including: garden work, propagation, event organization and office work.

***We look forward to working with you!***

APPLICATION Date \_\_\_\_\_ Name \_\_\_\_\_ Date of birth: \_\_\_\_\_

Address: \_\_\_\_\_ Home Phone No. \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Cell No. \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact Name & relationship: \_\_\_\_\_ Phone No: \_\_\_\_\_

Availability: Mon \_\_\_\_\_ Tues \_\_\_\_\_ Wed \_\_\_\_\_

Thur \_\_\_\_\_ Fri \_\_\_\_\_ Sat \_\_\_\_\_ Sun \_\_\_\_\_

## **Areas of Volunteer work at The Ruth Bancroft Garden**

It's important to get you involved in work that interests you, and that you are comfortable with. Please rate your level of interest (I), and relevant experience (E), with the different areas of work, **on a scale from 1 to 10**.

### **Garden work.**

Propagation & repotting: I \_\_\_ E \_\_\_      Garden Maintenance (weeding, deadheading, planting): I \_\_\_ E \_\_\_

Garden Construction (landscaping, irrigation, building): I \_\_\_ E \_\_\_      Grown at Home Propagation: I \_\_\_ E \_\_\_

### **Event Assistance.**

Event organization & production: I \_\_\_ E \_\_\_      Plant Sales: I \_\_\_ E \_\_\_

Member host and Membership Sales: I \_\_\_ E \_\_\_      Informing visitors about plants: I \_\_\_ E \_\_\_

Traffic Control: I \_\_\_ E \_\_\_      Merchandise (buying, organizing and selling): I \_\_\_ E \_\_\_

### **Office Assistance.**

Front Desk (answering phones, filing etc.): I \_\_\_ E \_\_\_      Outreach (mailings, soliciting donations): I \_\_\_ E \_\_\_

Computer work (graphic design, creating documents, printing): I \_\_\_ E \_\_\_      Website maintenance: I \_\_\_ E \_\_\_

**Education.**

Become a Docent! Our annual training will prepare you to lead tours in the garden: I \_\_\_\_\_ E \_\_\_\_\_

Leading Children's programs. (assisting with special projects and classes): I \_\_\_\_\_ E \_\_\_\_\_

Adult Education. (assisting with hands-on workshops, lectures, special trips, etc.): I \_\_\_\_\_ E \_\_\_\_\_

**Please write down any other relevant interests, experience and information, in the space below.**

**Thank you for signing up!** We look forward to working with you and hope your involvement in the garden will be a stratifying experience for you! Our volunteer coordinator Freya van Dien will follow up on your application.

Mail your completed application to: **The Ruth Bancroft Garden, Attn: Volunteers, 1552 Bancroft Road, Walnut Creek, CA 94598** or fax to (925) 256-1889.

**TO BE FILLED OUT BY THE VOLUNTEER COORDINATOR:**

Date of Follow up: \_\_\_\_\_ Status of Follow up: \_\_\_\_\_

\_\_\_\_\_

Additional Volunteer Information:

Volunteer Information added to Database:

\_\_\_\_\_