



**Dear Teen Volunteer Applicant,**

Thank you for your interest in the Georgia Aquarium's Teen Volunteer Program! Please read this page carefully as it has important information about the program and application process.

- **Teens must be 16 or 17 years old by the application deadline below.** (Anyone who is 18 is eligible to be an adult volunteer. *If you will be turning 18 during the summer, please wait & apply as an adult volunteer.*)
- **Application packets must be complete & postmarked by April 15<sup>th</sup>, 2010.**  
To be eligible for consideration, an application packet must contain all of these items:
  - the completed application form (page 2)
  - your answers to **all** enclosed essay questions (page 3)
  - the signed parental consent form (page 3)
  - the volunteer agreement signed by the teen & parent/guardian (pages 4-5)
  - *2 signed referral forms from unrelated references (pages 6-7), placed in sealed envelopes by the writers and mailed with the application.*
- **Many teen volunteer jobs involve working with Aquarium guests of all ages;** applicants should be comfortable working with people. Also note that first-year **teens will have limited, if any, direct contact with the Aquarium's animals.**
- **During the school year, teens are required to volunteer at least 12-hours per month on Saturdays or Sundays and commit to assisting with Winter or Spring Break camp.**
- **During the summer, teens are required to assist with Camp H2O for 1-week (40 hours) and then complete a minimum of 100-additional hours.**
- **Teen volunteers are required to attend an Information Session (with a parent) on, Saturday, May 22<sup>nd</sup> & attend training the weekend of June 5<sup>th</sup>.**
- **If you cannot attend the training dates or if you will be unavailable several Saturdays or Sundays during the school year, please do not apply at this time.**
- **Teen volunteers are required to observe the Georgia Aquarium dress, attendance and behavior codes.**
- **Interviews are required for acceptance into the program. Applicants will be required to bring a drivers license or birth certificate & photo ID to the interview.** (*Interviews to be conducted after school hours from May 1<sup>st</sup> to May 12<sup>th</sup>. If you will be unavailable please do not apply.*)
- **Teen volunteers are required to pay the standard \$60 Volunteer Membership Fee.**
- **There is limited space in the Teen Volunteer Program; therefore, not all applicants will be contacted for an interview.**

*You will be sent an email notifying you that we have received your application; however, we will not begin contacting teens selected for interviews until after April 25<sup>th</sup>. If you were not selected for an interview, you will receive an email by the end of May.*

Please keep this page for your reference. If you have questions about the program/application process, email [volunteer@georgiaaquarium.org](mailto:volunteer@georgiaaquarium.org)

**Sincerely,**

**Teen Programs Coordinator**



**TEEN VOLUNTEER APPLICATION**

***Please print clearly or type.***

***Please remember you must be 16 years old by the application deadline.***

**Personal information:**

Name \_\_\_\_\_  
Last First M.I. Nickname

Address \_\_\_\_\_  
Street Address City State ZIP

County \_\_\_\_\_ School and Grade Level \_\_\_\_\_

Phone \_\_\_\_\_ Best time to call \_\_\_\_\_

Alternate Phone \_\_\_\_\_

Email address \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age \_\_\_\_\_

Grade (in fall 2010) \_\_\_\_\_

**Emergency Contacts:**

1. Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone (day) \_\_\_\_\_ Phone (eve) \_\_\_\_\_

Relationship \_\_\_\_\_

2. Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone (day) \_\_\_\_\_ Phone (eve) \_\_\_\_\_

**Experience:**

List any past work or volunteer experience you have had below (e.g. conservation organization, leadership, teacher aide, babysitting, pet-sitting, etc). Include position title, location & dates (most recent first)

**Extra-curricular Activities:**

List any extra-curricular activities that you currently participate in. (e.g. sports, organizations, clubs, etc)



**ESSAY QUESTIONS:**

**Please answer the following questions in your own words. Answers should be numbered and typed or neatly printed on separate sheet(s) of paper—2 pages maximum.**

1. There are many places you could choose to volunteer; why have you chosen the Georgia Aquarium?
2. What do you believe makes you stand out more than other applicants?
3. What do you hope to gain from your commitment as a volunteer in the Teen program?
4. Why do you think aquariums are important?
5. Teen volunteers are required to work with the general public, campers and other teens.  
Please share with us any experiences you have had that demonstrate your ability to work with the following groups: children, adults, other teens.
6. What can you do to help the environment?
7. What is your biggest time commitment that could interfere with the Teen Volunteer Program and how will you manage your time between commitments?

**PARENTAL CONSENT FORM: To Be Completed by the Parent(s) or Guardian(s)**

In order for your teen to participate in the Georgia Aquarium's volunteer program, we must have your written consent. Please be aware that your teen is committing to a 12-month program. During this program, your teen will be required to volunteer a minimum of 12-hours per month on Saturdays or Sundays, throughout the school year and assist with Spring & Winter Camp H2O. During the summer, your teen will be required to volunteer one full week of Summer Camp (40 hours) plus an additional 100 hours. All Teen Volunteers must also pay the standard \$60 Volunteer Membership Fee. Individual shift lengths and start times vary. It is important that they are on time for their shifts and have reliable transportation.

Please read and sign below.

I give permission for \_\_\_\_\_ (Teen's Name) to volunteer in the Georgia Aquarium's Teen Volunteer Program. I also give my consent for her/him to participate in any field trips and collaborative projects that the Georgia Aquarium may coordinate. Additionally, I will arrange or provide transportation for said teen to be at all training sessions (i.e.) and be on time for all scheduled shifts. I understand that missing training, shifts or repeated tardiness can result in termination from the program. I understand that if my teen is accepted into the program, but does not complete it, he/she can not apply to become an adult volunteer until the end of the original 12-month program date.

Please note: Georgia Aquarium does not administer or dispense medication of any kind. If your teen requires medication, testing or medical monitoring, during any teen volunteer shift, he/she must be able to administer it him/herself.

\_\_\_\_\_  
Printed Name of Parent or Guardian

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date



## **GEORGIA AQUARIUM TEEN VOLUNTEER AGREEMENT:**

*In consideration for being accepted as a volunteer by the Georgia Aquarium's Teen Volunteer Program, I agree as follows:*

1. **At-Will Relationship.** Even though I have made a commitment to serve as a volunteer for at least one year, I understand that my status as a volunteer may be terminated at any time by me, or by the Georgia Aquarium Teen volunteer program for any reason, with or without cause. I also understand that if I, the teen, ends my commitment to the program prior to the original 12-month program end date, I may not apply to become an adult volunteer until after the original program end date.
2. **No Employee Benefits.** I shall not be considered an employee for any purpose, and no health, accident or workmen's compensation insurance, nor any other type of employee benefits, shall be provided for me by the Georgia Aquarium.
3. **Training.** I understand that certain volunteer activities require special training. I shall not undertake such activities without the required training. I also understand that my volunteer activities will not qualify me as an animal keeper and will not lead to a paid position.
4. **Rules.** I shall read and abide by all of the Bylaws, Rules and Guiding Policies of the Georgia Aquarium concerning volunteers.
5. **Auto Insurance.** I shall not operate a personal automobile for volunteer activities unless I have at least the minimum amount of liability insurance required by Georgia law.
6. **Confidential Information.** I understand that information obtained through my work as a volunteer may be considered privileged or proprietary information of the Georgia Aquarium. I agree to keep all such information confidential except to the extent disclosure of such information is expressly authorized and directed by an official of the Georgia Aquarium. In particular, I agree to make no statements or release any information about the Georgia Aquarium to any news media except as expressly authorized by the Georgia Aquarium.
7. **Assumption of Risk.** I understand that handling Aquarium animals is potentially dangerous because they are wild animals whose actions are unpredictable regardless of past behavior. If I should elect to handle animals, I assume all risks of handling animals including, but not limited to, being bitten, clawed or otherwise injured.
8. **Release from Liability.** I hereby release the Georgia Aquarium and their respective agents, representatives, trustees, officers, employees and volunteers (the "Released Parties") from any and all liability whatsoever arising out of any damage, loss or injury to me or my property incurred as a result of my volunteer activities for the Georgia Aquarium. I further agree to indemnify, save and hold harmless the Released Parties from any and all losses, damages and liabilities for indemnities, contribution or otherwise with respect to any and all property damage, personal injury and/or death incurred in connection with my volunteer activities, as might be asserted by a third party (defined as any party other than the Released Parties or me). My estate shall hold harmless the Georgia Aquarium and their respective agents, representatives, trustees, officers, employees and volunteers from any claims or actions by my relatives or legal representatives based on my death or injury as a result of my volunteer activities.



**9. Permission to Take and Use Photographs.** I acknowledge that the Georgia Aquarium might from time to time take photographs of its volunteers during various Aquarium programs and activities and that such photographs might be used in Aquarium brochures and Aquarium program advertising (the “Photographs”). I further acknowledge that as a result of my volunteer work and/or presence at the Aquarium premises, my image might from time to time be included in the Photographs. I hereby authorize the Foundation and its agents to take, use, display, publish, reproduce and distribute any and all Photographs that include my image and to create derivative works based upon all such Photographs.

\_\_\_\_\_  
 Teen Volunteer Signature Date

\_\_\_\_\_  
 Parent/Guardian Signature Date

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**REFERENCES**

***Ask 2 adults you know well and are not related to you to complete the attached referral forms and return them to you in a signed, sealed envelope. Send these envelopes with your completed application. Thank You.***

**References:**

List the names, relationships, and phone numbers of the non-related adult references you’ve chosen:

1. \_\_\_\_\_  
 Name Relationship Phone

2. \_\_\_\_\_  
 Name Relationship Phone

Reminder: You must mail all the application materials listed on page 1 by April 15th to:

Teen Volunteer Program  
 Georgia Aquarium  
 225 Baker Street  
 Atlanta, Georgia 30313

*Thank you for applying!*



**GEORGIA AQUARIUM REFERRAL 1:**

**To the Recommender:**

You are being asked to evaluate a teenager who is interested in Georgia Aquarium's teen volunteer program. We are looking for responsible, outgoing, and motivated teens to volunteer their time and talent to our program. Solid interpersonal communication skills are just as important to this volunteer position as a strong commitment to animal welfare and conservation. Thank you in advance for taking the time to evaluate this teen's skills. ***Please return this form in a signed, sealed envelope to the teen volunteer applicant.***

Name of teen applicant: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

In what capacity do you know the applicant? \_\_\_\_\_

How well do you know the applicant? \_\_\_\_ Very Well \_\_\_\_ Well \_\_\_\_ Some \_\_\_\_ Little

**Please rank the teen applicant's skills by completing the following table:**

<b>Skill</b>	<b>Poor</b>	<b>Fair</b>	<b>Good</b>	<b>Excellent</b>	<b>Don't Know</b>
Dependability					
Punctuality					
Demonstrates passion about animals					
Ability to work & communicate with children					
Ability to work & communicate with peers					
Ability to work & communicate with adults					
Leadership skills					
Ability to work independently					
Ability to accept constructive feedback					
Ability to follow directions					

The Georgia Aquarium's Teen program is a highly competitive program. Any comments you provide that might provide further insight into this applicant's suitability are much appreciated. Please feel free to attach an additional sheet of paper if you need additional space for comments

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your name: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Thank You for your time!*

**For more information please contact: [volunteer@georgiaaquarium.org](mailto:volunteer@georgiaaquarium.org)**



## GEORGIA AQUARIUM REFERRAL 2:

### To the Recommender:

You are being asked to evaluate a teenager who is interested in Georgia Aquarium's teen volunteer program. We are looking for responsible, outgoing, and motivated teens to volunteer their time and talent to our program. Solid interpersonal communication skills are just as important to this volunteer position as a strong commitment to animal welfare and conservation. Thank you in advance for taking the time to evaluate this teen's skills. ***Please return this form in a signed, sealed envelope to the teen volunteer applicant.***

Name of teen applicant: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

In what capacity do you know the applicant? \_\_\_\_\_

How well do you know the applicant? \_\_\_\_ Very Well \_\_\_\_ Well \_\_\_\_ Some \_\_\_\_ Little

### Please rank the teen applicant's skills by completing the following table:

Skill	Poor	Fair	Good	Excellent	Don't Know
Dependability					
Punctuality					
Demonstrates passion about animals					
Ability to work & communicate with children					
Ability to work & communicate with peers					
Ability to work & communicate with adults					
Leadership skills					
Ability to work independently					
Ability to accept constructive feedback					
Ability to follow directions					

The Georgia Aquarium's Teen program is a highly competitive program. Any comments you provide that might provide further insight into this applicant's suitability are much appreciated. Please feel free to attach an additional sheet of paper if you need additional space for comments

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your name: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Thank You for your time!*

**For more information please contact: [volunteer@georgiaaquarium.org](mailto:volunteer@georgiaaquarium.org)**