



# Volunteer Information Form

*Taltree Arboretum and Gardens  
71 North 500 West  
Valparaiso, IN 46385*

Date \_\_\_\_\_

Name (please print first, middle, last) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ e-mail \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Mobile/Work Phone ( ) \_\_\_\_\_

In an emergency, notify: \_\_\_\_\_ Relationship: \_\_\_\_\_

PHONE ( ) \_\_\_\_\_

How would you like to be contacted?  Phone  E-mail  Mail

Times available:  Weekends  Weekdays  Anytime  Other \_\_\_\_\_

Are you taking medication(s) or do you have any medical condition(s) that would prevent you from participating in or completing a particular volunteer assignment?  No  Yes

If you answered "yes," please give details: \_\_\_\_\_

How did you hear about Taltree?  friend/relative  Taltree website  newspaper  road signs

From the job descriptions shown on the Volunteer Opportunities List, please check any of the tasks listed below that interest you. We will keep you informed of any upcoming training.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Gardening           | <input type="checkbox"/> Grounds/facilities | <input type="checkbox"/> Education      |
| <input type="checkbox"/> Events              | <input type="checkbox"/> Outreach           | <input type="checkbox"/> Office         |
| <input type="checkbox"/> Habitat restoration | <input type="checkbox"/> Docent             | <input type="checkbox"/> Railway Garden |

Please describe any special skills or training you have related to your area of interest:

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

# Taltree Arboretum & Gardens

## PARTICIPANT AGREEMENT

Thank you for agreeing to participate in Taltree's volunteer program.

As a Participant in the above-referenced Taltree program and in consideration of the granting of permission by Taltree for Participant to engage in said program, Participant acknowledges that their signature below hereby releases Taltree from all liability or claims resulting from participation in the Taltree program. Specifically, Participant and/or the undersigned:

1. Agrees not to sue and releases and discharges Taltree, it's officers, agents and employees, from all liability to Participant, his/her personal representatives, heirs, and next of kin, for all loss or damage and waives any claim or demands on account of injury to or death of the Participant, or damage to the property of Participant, arising out of the participation in the Taltree program.
2. Agrees to indemnify and hold harmless Taltree from any loss, liability, damage or costs that may be incurred due to the acts or omissions of Participant during participation in the Taltree program.
3. Certifies that the Participant is physically fit and is not on medication that would impair physical mobility and/or mental judgment. Participant shall also indicate on the volunteer form any prior medical issues that could have an impact on their ability to perform the volunteer job as described.
4. Consents to whatever medical emergency treatment may be deemed necessary in the event of any accident or sudden illness.
5. Consents to a criminal background check.
6. Acknowledges that Participant has read, understood and agrees to comply with the rules and safety provisions established for the Taltree program.

---

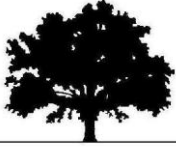
Date

---

Participant's Printed name

---

Signature (Under 18 years of age  
requires parental signature)



**Taltree**  
arboretum & gardens

## VOLUNTEER OPPORTUNITIES

*Please review the volunteer opportunities and mark those that interest you on the Volunteer Information Form.*

**Gardening:** Work in Taltree's gardens, greenhouse and nursery. Help with planting, mulching, weeding, pruning or construction of new gardens.

**Grounds/Facilities:** Projects involve carpentry, painting, irrigation and general maintenance. Work alone or with a group, if you have these skills or just the desire, Taltree wants you.

**Education:** Share the surroundings of Taltree with others by leading adult or children's hikes, presenting programs about Taltree or offering your expertise in topics related to gardens, horticulture and the outdoors.

**Docent:** Lead interpretive hikes; work with children as young as 4 years old or adults groups like garden clubs.

**Taltree Events:** Volunteers are needed to assist with set-up, traffic direction, decorating and guest registration at concerts and other events scheduled during the year.

**Outreach:** The Outreach Team presents the mission, vision, and goals of Taltree. Volunteers share news of upcoming events and improvements at the arboretum at a variety of venues.

**Office:** If your preference is to work indoors, office volunteers assist with data entry and special mailings, and perform receptionist and other clerical duties.

**Habitat Restoration:** Restoration volunteers come away with a feeling of accomplishment in providing a better environment for plants and wildlife. Remove invasive plants and prepare areas for and participate in prescribed burns.

**Railway Garden:** Volunteers are needed to perform a wide variety of tasks, from assembling building and structure kits to installing track, bridges and electronic controls. Most of this work will be done through the summer of 2011, with maintenance and second phase opportunities to follow.