

ABDNHA VOLUNTEER APPLICATION

Date: _____

Last Name: _____ First Name: _____

Local Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Other Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: Home: _____ Work/Other: _____

Cell Phone: _____ Email: _____

When do you prefer to volunteer? Time/Day(s)/Months: _____

Please list the relevant skills or experiences that you would like to share with ABDNHA: _____

Please refer to the volunteer activities list on the reverse side. Circle the numbers that interest you most and underline the specific areas of desired involvement.

Are you Bilingual: No: _____ Yes: _____ Language: _____

Are you interested in serving on an event planning committee? _____

Ideas, suggestions, questions about volunteering or ABDNHA projects: _____

Have you ever been convicted of a felony? _____ Yes _____ No If yes, when _____

Please explain: _____

I hereby attest that the above information is true to the best of my knowledge.

Signature: _____ Date: _____

Please bring this form to:

Borrego Desert Nature Center
652 Palm Canyon Drive
Borrego Springs, CA
(760) 767-3098 Nature Center Phone
(760) 767-7411 Nature Center Fax

Or mail to:

ABDNHA
P.O. Box 310
Borrego Springs, CA 92004-0310
(760) 767-3052 ABDNHA Office Phone
(760) 767-3099 ABDNHA Office Fax

Explore with us at www.abdnha.org

ABDNHA Volunteer Activities

Circle the numbers that interest you most and underline any specific areas of desired involvement.

1. Marketing/Distribution: Contacting and restocking ABDNHA newsletters, coupons, publicity flyers, and brochures in area businesses, Chamber Office, hotels, etc. (requires driving)
2. "The Sand Paper" (ABDNHA's newsletter): Writing articles, editing, assist with bulk mailings, delivering newsletters around town to hotels.
3. Membership/ Administrative/Clerical: Assisting staff in various jobs such as data entry, monthly mailings, special mailings, collating new member packets, filing, record keeping, organizing, filling and packing online orders, and other administrative jobs.
4. Computer Skills: Help maintain web site, data entry, customize software, hardware set-up, graphics, desktop publishing, Powerpoint, spreadsheets, knowledge of computerized inventories, Photoshop, etc.
5. Library: Organize, sort, maintain, clean ABDNHA research library. Compile, maintain slide, photo, newsletter, magazine files.
6. Warehouse/Maintenance/Repairs: Lifting, organizing, cleaning, odd jobs, minor repairs, minor construction, painting, landscaping.
7. Garden: Gardening clean up and maintenance to keep the ABDNHA Garden looking tidy and attractive. Be part of a gardening group that works weekly in the garden.
8. Desert Nature Center (store): Customer service, questions about the desert and community, retail sales, cash register, pricing, stocking, dusting, maintenance odds & ends, once a year inventory.
9. Special Events: Assist ABDNHA at special events such as the Lecture Series at the Performing Arts Center, Desert Garden Tour, Nature Center evening programs, festivals, open houses, host/hostess, baking, decorating, set up and clean up. Serve on a planning committee for a special event (such as Chili Fest, Garden Tour, Bird Festival, or others).
10. Lecture Series/Arranging Educational Programs/Assisting: Work with staff to help arrange speakers, hikes, or programs; contacting facilities; helping with publicity; and/or assist at the actual activity.
11. Guides/Speakers/Instructors for Program: Presenting programs; talking with school or civic groups; lead nature walks, flower/plant walks; lead hikes or 4WD/driving tours, plant talks, garden tours; teach a class; act as a step-on bus guide.
12. Art/Design/Graphics: Help produce publicity flyers, brochures, signs, panels, newsletters, email blasts, photo artwork.
13. Publicity: Write press releases, short articles or announcements for the media or newsletter.
14. Audio Visual: Work with Powerpoint or other software, projection technology, microphone, sound, Zoom, or other communications technology. Or, help set up at programs; troubleshoot equipment or technology, recommend equipment.
15. Foreign Language: Written translations, group guide.
16. I would like to be notified for miscellaneous jobs "as needed".

I understand that Anza-Borrego Desert Natural History Association (ABDNHA) does not carry Workers Compensation Insurance for volunteers. I am aware that during the time as a volunteer under the arrangements of ABDNHA and its agents or associates, certain risks may occur when volunteering for the organization. I will hold harmless ABDNHA of any accidents or illness to myself when volunteering. I do hereby assume the full risks and all legal responsibility for injury to myself and waive all claims and release and hold harmless ABDNHA, its directors, officers, employees from any and all liability, actions, causes of action, debts, claims and demands which I now have or which may arise in connection with my volunteering for ABDNHA. My participation as a volunteer in ABDNHA is entirely voluntary.

Signature: _____ Date: _____

Thank you for choosing ABDNHA to volunteer your time and skills. Your support is very much appreciated.
