



<b>FOR AREA SUPERVISORS ONLY:</b>	
Assignment	_____
Area Supervisor	_____
Start Date	_____
<b>FOR OFFICE USE ONLY:</b>	
<input type="checkbox"/> UW 1457 submitted, checked & filed	
<input type="checkbox"/> Active Volunteer	<input type="checkbox"/> Inactive Volunteer
<input type="checkbox"/> Added to Mailing List	

**UW BOTANIC GARDENS**  
**CENTER FOR URBAN HORTICULTURE, WASHINGTON PARK ARBORETUM,**  
**ELISABETH C. MILLER LIBRARY, OTIS DOUGLAS HYDE HERBARIUM, UNION BAY NATURAL AREA**

**VOLUNTEER APPLICATION FORM**

*Please fill out both sides*

TODAY'S DATE \_\_\_\_\_

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ E MAIL \_\_\_\_\_

DAYTIME PHONE (\_\_\_\_) \_\_\_\_\_ EVENING PHONE (\_\_\_\_) \_\_\_\_\_

TIMES AVAILABLE (days, evenings, afternoons, weekends, etc.) \_\_\_\_\_

REASON FOR WANTING TO VOLUNTEER (Use back for more space) \_\_\_\_\_

**VOLUNTEER POSITION DESIRED (Please check no more than four and indicate top preference):**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Library Assistant                        | <input type="checkbox"/> Union Bay Gardener Assistant    | <input type="checkbox"/> Plant Records Aide                     |
| <input type="checkbox"/> Union Bay Receptionist                   | <input type="checkbox"/> WPA Gardener Assistant          | <input type="checkbox"/> WPA Arborist Assistant                 |
| <input type="checkbox"/> WPA Graham Visitor Cntr Receptionist     | <input type="checkbox"/> Plant Production Assistant      | <input type="checkbox"/> Research Project Assistant             |
| <input type="checkbox"/> WPA Guide                                | <input type="checkbox"/> Herbarium Specimen Collector    | <input type="checkbox"/> Rare Care Monitor/Seed Collector       |
| <input type="checkbox"/> WPA <i>Saplings</i> School Program Guide | <input type="checkbox"/> Herbarium Plant Identifier      | <input type="checkbox"/> Rare Care Seed Vault Asst/General Asst |
| <input type="checkbox"/> Class Monitor                            | <input type="checkbox"/> Seed Exchange Assistant         | <input type="checkbox"/> Other _____                            |
| <input type="checkbox"/> Special Events/Outreach Assistant        | <input type="checkbox"/> Administration/Office Assistant |   |

**RELEVANT EXPERIENCE (Paid or Volunteer Positions):**

Company/Organization	Duties	Dates

Use the back of this sheet if you would like to provide more detailed descriptions of your work experiences.

**SPECIAL SKILLS:**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Audio Visual Equipment             | <input type="checkbox"/> Receptionist/Multi-line Phones | <input type="checkbox"/> Public Speaking/Teaching/Tours |
| <input type="checkbox"/> Gardening                          | <input type="checkbox"/> Photography                    | <input type="checkbox"/> Working with Children/Teaching |
| <input type="checkbox"/> Office Skills                      | <input type="checkbox"/> Writing/Editing                | <input type="checkbox"/> Web design/maintenance         |
| <input type="checkbox"/> Library Experience                 | <input type="checkbox"/> Plant ID                       | <input type="checkbox"/> Other _____                    |
| <input type="checkbox"/> Computers (specify software) _____ |   |   |

**OVER** →

**Please visit the UW Botanic Gardens website for complete volunteer job descriptions: [www.uwbotanicgardens.org](http://www.uwbotanicgardens.org)**

**EDUCATION (Optional):**

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School	Certificate or Degree	Date Completed
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School	Certificate or Degree	Date Completed
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**REFERENCES:**

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Name	Relationship	Phone Number
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Name	Relationship	Phone Number
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**EMERGENCY CONTACT (REQUIRED):**

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Name	Relationship	Phone Number
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Name	Relationship	Phone Number
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**Space for additional info as needed:**

**SEND COMPLETED APPLICATONS TO:**

**UW Botanic Gardens  
c/o Jean Robins  
Box 354115  
Seattle, WA 98195-4115**

**OR Deliver to Merrill Hall, 3501 NE 41<sup>st</sup> St, Seattle 98105**

For Official Use Only:

**Routing:** Send original paperwork to Jean Robins, UWBG, Box 354115