



**Volunteer Ranger Assistant (VRA) Position Application**

**Personal Information**

*Please Print*

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

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_

Are you age 18 or older?     yes     no    If no, please list date of birth: \_\_\_\_\_

**Please mark the times you are available for VRA activities:**

	MON	TUE	WED	THU	FRI	SAT	SUN
<b>Morning</b>							
<b>Afternoon</b>							
<b>Evening</b>							

**Please check the boxes of *all* types of site visits will you be conducting.**

- Hiking
- Biking
- Dog Walking
- Special Events
- Equestrian
- Wheelchair

**How did you hear about the VRA Program?**

- Friend
- Ranger
- Volunteer
- Newspaper
- Internet
- City of Fort Collins Employee
- Larimer County Employee
- Trailhead flyer
- Other, please specify \_\_\_\_\_

## Volunteer Interests and Experience

Why do you want to be a VRA? \_\_\_\_\_  
\_\_\_\_\_

What do you hope to gain through your experience as a volunteer? \_\_\_\_\_  
\_\_\_\_\_

What do you enjoy most in a volunteer assignment? What do you wish to avoid? \_\_\_\_\_  
\_\_\_\_\_

Are there any specific interests that you wish to pursue as a volunteer? \_\_\_\_\_  
\_\_\_\_\_

Some volunteer jobs require volunteers to work independently without direct supervision. Do you prefer to have a supervisor readily available or are you comfortable working alone? \_\_\_\_\_  
\_\_\_\_\_

Please list any applicable education or work experience that you have.  
\_\_\_\_\_

Please list any additional skills you might like to us know about.  
\_\_\_\_\_

Please list any other volunteer experience you may have.

Name of organization (s) and dates \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Background Reference

*A background check will be required for acceptance into this volunteer program.*

Have you ever been convicted of or received a deferred sentence, deferred judgment, or a deferred prosecution for a petty offense, misdemeanor traffic offense, (excluding civil traffic infractions), municipal code violation (excluding civil traffic infractions), misdemeanor, or felony, or been adjudicated as a juvenile for an offense that is public record?     yes   no

If yes, please state the offense(s) you were arrested for or convicted of and explain the date, location, nature and facts surrounding each offense. Use an attachment sheet if necessary.  
\_\_\_\_\_

Applications are considered for volunteer positions for which they have applied without regard to race, religion, sex, age, national origin, disability and other characteristics protected by law.

## Personal References

*Provide one reference who is familiar with your qualifications. No family members please.*

Name	Relationship
_____	_____
Email or Mailing Address	Phone
_____	_____

*The Volunteer Ranger Assistant program is a partnership between the City of Fort Collins Natural Areas Program and Larimer County Department of Natural Resources.*

## **Certification and Release**

I certify that all statements made in this application are true and complete. I authorize the City and Larimer County to investigate all statements made as a part of this application and to secure any necessary information from all prior employers, volunteer programs, references, academic institutions, law enforcement agencies, other persons and entities, and public records. I hereby release all such persons, entities, employers, volunteer programs, references, institutions, agencies and the City from any and all liability arising from their giving or receiving information about my employment history, academic credentials, qualifications, reputation, driving record, and criminal record. A photocopy of this release can be used for all purposes.

I understand that any false answers or misleading statements as well as misrepresentations by omission made by me as part of my application, will be sufficient for rejection of my application or for my immediate discharge should one be discovered after I have started volunteer activities.

I understand that nothing in this volunteer application, in the City/County's statement of personnel policies or in my communication with any City or County employee or official is intended to create an employment contract between the City/County and me. Accordingly, either I or the City/County may terminate my volunteer status at-will at any time with or without cause or notice. I understand that the at-will nature of the volunteer relationship can only be changed in a specific writing signed by the Director of Human Resources. I understand that I will not be paid or receive any other remuneration for my services as a volunteer with the City/County.

I understand that successful completion of a background check is a qualification to work in certain programs.

I hereby acknowledge that I have read, understand, and agree to the preceding statements.

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

## **Drop-off or mail your application to:**

Natural Areas Program/VRA  
PO Box 580  
1745 Hoffman Mill Rd.  
Ft. Collins, CO 80522-0580  
OR Fax – (970) 416-2211

Contact: Susan Schafer (City of Fort Collins), [sschafer@fcgov.com](mailto:sschafer@fcgov.com) or call--970-416-2480  
Rob Novak (Larimer County), [movak@larimer.org](mailto:movak@larimer.org) or call—970-679-4561

**APPLICATION DEADLINE is Feb. 2, 2009**

**Training Dates are:**  
**February 10, 6-9 PM**  
**February 12, 6-9 PM**  
**February 14, 9 AM to 4 PM**

**Attendance at all training dates is REQUIRED.**

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