



Eden Mill Nature Center Adult Volunteer Application Form

In-House Use ONLY
Received: _____
Active Screening: _____
Photo ID Received: _____
Date Emailed: _____
Access Contact List: _____
Gmail List: _____

Please print legibly and complete all questions.

Personal Information

Name: _____ Email Address: _____
First Middle Last

Home Address: _____

Home Phone: _____ Cell Phone: _____

How Did You Hear About Eden Mill? _____

Volunteer Teams and Opportunities Check all that may interest you. Training is provided.

___ **Art Show**- Help coordinate our annual Art Show of artwork created by the Eden Mill volunteers of all ages.

___ **Bluebird**- Help maintain and monitor the bird boxes and feeders.

___ **Canoe**- Learn to lead or assist with canoe trips.

___ **Fundraising**- Organize and set-up fundraising events.

___ **Garden**- Help with gardening projects, programs, and gardening maintenance.

___ **Grist Mill**- Learn the history of the mill and machinery and help to preserve the historic nature of the museum.

___ **Nature Center Greeter**- Host the nature center on Sunday afternoons.

___ **Program Assistant**- Assist with facilitating programs as needed.

___ **Trails**- Meet once a month from spring to fall and spend a few hours maintaining the trails' beauty.

___ **Volunteer**- Assist with volunteer record keeping and communication with volunteers concerning updates, meetings, etc.

___ **Wood Duck Initiative**- Improve and maintain the duck houses to establish a breeding wood duck population as part of a statewide project.

Volunteer Code of Conduct

1. No physical contact with minors.
2. Never be alone with a minor. Always have another Eden Mill adult volunteer present or the child's parent.
3. During an Eden Mill water-based activity, PFDs must be worn by children 12 and under when within 10 feet of the water.
4. Be aware of emergency procedures and weather.
5. To work with or handle live EMNC animals, volunteers must have completed our live animal training.
6. Dress appropriately as an Eden Mill representative and for the job at hand.
7. When involved in activities, please park your personal vehicle by the tool barn or in the lower parking lot by the pavilion.
8. Exhibit a positive can-do attitude, staying open to feedback.
9. Constantly be aware of park visitors and their actions.
10. Use reasonable judgment for decisions made in the absence of an established policy. Then notify the office as soon as possible for future guidance and clarification.

Background Verification Information

All Harford County recreation councils are required to implement a background check policy. All volunteers and programmers, age 18 and over, must complete and pass the online background check through *Active Screening*.

A person must complete the online background check process when they complete the initial volunteer application. To continue volunteering, a person must complete the process approximately every two years starting in January of the 2nd year following the initial background search e.g. if the initial date of the background check was April 1, 2017, the next required search would be January 2019, then January 2021, etc. The cost for each background check is \$7.95.

If you choose to decline the background check or you do not complete and pass the background check, your application and request to become a volunteer will be denied.

Active Screening conducts the background checks and serves as the repository for all results. Eden Mill Nature Committee Inc. will not receive any details of a criminal background check, only a notification of approved or not approved to volunteer. *Active Screening* is the site used by numerous organizations throughout the area. Contact Active Screening to identify the actual process used to protect information.

Disqualifying factors on pending convictions and/or arrests for the following:

Sex offenses and misconduct	Felonies (other than sex or violence related) within the past ten years
Child abuse or domestic violence convictions	Misdemeanors within the past seven years
Violent felonies	

Visit Eden Mill's webpage at www.edenmill.org. Click on *Volunteering* from the left menu. Scroll to the bottom of the page and click on *Background Check Information* where you will be taken to the Background Checks page. From here, you can access the EMNC volunteer application as well as click on the *Online Background Check Application through Active Screening* to take you directly to the background check application.

Certification

I agree to the Volunteer Code of Conduct.

I do hereby expressly agree to release Harford County, Maryland, a body corporate and politic of the State of Maryland, and its elected and appointed officials, agents, officers, and employees, from all liability arising from any harm or injury, including death, sustained by me while participating in this program.

In accordance to Maryland law, I understand that information on Youth Sports Concussion and Head Injuries is available at <http://www.cdc.gov/headsup/youthsports/index.html> and information on Sudden Cardiac Arrest at <http://www.nhlbi.nih.gov/health/health-topics/topics/scda/>.

Unless otherwise indicated in writing, photographs of participants may be taken while participating in activities for use in publications. No personal information other than the participant's first name will be released under any circumstances.

Applicant Signature: _____ **Date:** _____

Return your completed application to: 1617 Eden Mill Road Pylesville, MD 21132