

National Elk Refuge Volunteer Application

Today's Date:	Season and year of interest:
1. Name	2. Telephone <i>Home:</i> <i>Mobile:</i>
4. Mailing Address	5. City, State, & Zip Code
Email Address:	
Are you applying as a couple? Yes No	If so, list name of partner:
<p>6. Refuge Program Area Interests</p> <p><i>Please check the positions you are interested in. See position descriptions for details:</i></p> <p><input type="checkbox"/> <i>Maintenance (May include some or all of the following)</i></p> <ul style="list-style-type: none"> ◆ <i>Construction:</i> Assist in carpentry, plumbing, electrical, painting, grounds keeping and other construction and labor tasks. ◆ <i>Heavy Equipment Operator:</i> Operate diverse equipment such as dozers, farm tractors, excavators, loaders, ditch witch, Bobcat, rollers, dump trucks, etc. depending on season and projects. ◆ <i>Automotive/Heavy Equipment Mechanics Assistant:</i> Assist the mechanic in servicing and maintaining refuge vehicles and heavy equipment. ◆ <i>Irrigation and Farming:</i> Assist with harrowing and moving irrigation equipment. Mowing, weeding and other lawn care duties as assigned. <p><input type="checkbox"/> <i>Administrative Support:</i> Assists administrative and management staff with duties as assigned.</p> <p><input type="checkbox"/> <i>Biology:</i> Assist biology staff with surveys and data entry.</p> <p><input type="checkbox"/> <i>Visitor Services (May include some or all of the following):</i></p> <ul style="list-style-type: none"> ◆ <i>Roving Naturalist:</i> Facilitate wildlife viewing opportunities for the public. ◆ <i>Cultural Resources:</i> Staff and conduct programs at the Historic Miller Ranch. ◆ <i>Education Programs:</i> Facilitate field and classroom education experiences for school groups. ◆ <i>Visitor Center Staff:</i> Staff interagency visitor center information desk. 	

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7. Please write a brief statement regarding your experience/education/skills and/or the reasons for your interest in each volunteer position you checked on the previous page.

8. Please share a brief description of your past work history, hobbies, interests and education related to your program area interests on the previous page.

9. What attracted you to volunteer for the U.S. Fish & Wildlife Service and the National Wildlife Refuge System?

10. List your computer experience
Computer Programs (circle experience level)

Microsoft Office Excel	<i>Beginner</i>	<i>Intermediate</i>	<i>Advanced</i>
Microsoft Office Word	<i>Beginner</i>	<i>Intermediate</i>	<i>Advanced</i>
Internet Explorer	<i>Beginner</i>	<i>Intermediate</i>	<i>Advanced</i>
Other _____	<i>Beginner</i>	<i>Intermediate</i>	<i>Advanced</i>

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11. <i>Language skills</i> Language(s) _____ <i>Beginner</i> <i>Intermediate</i> <i>Advanced</i>		
12. <i>Specify Quarters Requirement:</i> <input type="checkbox"/> I will need housing <input type="checkbox"/> I will require a trailer pad for my recreational vehicle (<i>please specify length</i>) <input type="checkbox"/> I do not need housing <i>Pets in household:</i> (Note that all pets must be leashed and supervised when outdoors.)		
13. <i>Dates available:</i> Summer season generally runs from mid-May through September 30. Winter season generally runs from mid-December through April 30.	From: _____/_____/_____	To: _____/_____/_____
14. <i>Professional references</i>		
Name and Title	Email	Phone
1.		
2.		
<i>Notice to Volunteers</i> Volunteers are not considered to be Federal employees for any purpose other than tort claims and workmen's compensation. Volunteer service is not credible for leave accrual or any other benefit.		
<i>Privacy Act Statement</i> The following information is provided to comply with the Privacy Act (PL-93-579). 5 U.S.C. 301 and 7 CFR 260 authorize acceptance of the information requested on this form. The data will be used to contact applicants and to interview, screen, and voluntary.		
<i>Signature (Sign in Ink):</i>		<i>Date:</i>

Send completed applications to:
 National Elk Refuge
 Attn: Volunteer Coordinator
 PO Box 510
 Jackson, WY 83001
Please attach a resume