

**JOURDAN-BACHMAN PIONEER FARMS
VOLUNTEER APPLICATION
GROUPS**

Thank you for your interest in joining the volunteers at Pioneer Farms. Please complete this application and return it to:

**Pioneer Farms Volunteer Program
c/o Volunteer Coordinator
10621 Pioneer Farms Drive
Austin, TX 78754**

SECTION I

Today's Date: _____

Organization Name: _____

Organization Address: _____

Number Street City State Zip

Company Phone: _____

Company Contact: _____ Title: _____

Contact Phone: _____ E-Mail: _____

Has your organization volunteered at Pioneer Farms before? Yes No

Has your organization filed an application here before? Yes No

How did your organization learn about the Pioneer Farms Volunteer Program?

_____ Advertisement _____ Pioneer Farms Volunteer (Name: _____) _____ Walk-In
_____ Volunteer Agency _____ Relative _____ Other _____

Who will be participating in your group volunteer service? Please list below (print).

(Notes: If more space is needed, please attach a separate piece of paper. If youth will be volunteering as a group, a permission slip will need to be signed by a parent or guardian, and turned in to the volunteer coordinator. No slip - No volunteer).

- | | |
|-----------|-----------|
| 1. _____ | 11. _____ |
| 2. _____ | 12. _____ |
| 3. _____ | 13. _____ |
| 4. _____ | 14. _____ |
| 5. _____ | 15. _____ |
| 6. _____ | 16. _____ |
| 7. _____ | 17. _____ |
| 8. _____ | 18. _____ |
| 9. _____ | 19. _____ |
| 10. _____ | 20. _____ |

Note: Upon check-in, all individuals participating in group volunteer capacities are required to sign a release of liability and release for use of likeness.

SECTION II

What date(s) would your organization like to volunteer? _____

(Saturday Work Days Year 2005: 1/8, 2/12, 3/12, 4/16, 5/14, 6/11, 7/9, 8/13, 9/10, 10/8, 11/12, and 12/3)

(Special Events: Market Days, May Pole Festival, Glorious Fourth, Museum Open Day, Fall Festival, Christmas Candlelight).

Which volunteer opportunity is your organization applying for? (For complete details, please refer to "Job Descriptions") _____

Please share why your organization has chosen Pioneer Farms as a potential service site.

SECTION III

TERMS AND CONDITIONS OF VOLUNTEER SERVICE

Pioneer Farms wants all adults and children to have a safe, enriching and pleasant experience while volunteering at Pioneer Farms, and these Terms and Conditions of Volunteer Service are designed to ensure those goals are achieved for everyone.

GENERAL RULES

- * All adult volunteers must fully complete and sign the Volunteer Application Form and Release of Liability Form, and be approved for service, before they can serve as a volunteer at Pioneer Farms.
- * Volunteers who are age 18 and older are herein defined as adults.
- * For purposes of these Terms and Conditions of Volunteer Service, both adults and their minor children are considered to be volunteers. Adults can sign the Volunteer Applications Form and Release of Liability Form on behalf of their minor children.
- * Minor children must be supervised by their parents or legal guardians at all times, and must stay with their parents at assigned locations. Parents are not allowed to bring other children without prior approval of the Volunteer Coordinator.
- * Other related minor children must stay with and be supervised by their related adult, or a legal guardian, at all times while volunteering at Pioneer Farms.
- * Parents and legal guardians are responsible for the actions and activities of their minor children at all times, and assume full liability for those actions and activities while at Pioneer Farms.
- * All adult volunteers and their minor children must conduct themselves in a safe, responsible and customer-friendly manner while on duty as volunteers at Pioneer Farms, and must comply with all safety rules while on Pioneer Farms property. Horseplay, name-calling and other unsafe or verbally offensive activities are prohibited on the premises at all times.
- * All volunteers and their minor children are required to heed and follow the directions and assignments of their respective Site Supervisors while on duty, as well as the directions and counsel of the Volunteer Coordinator.
- * Volunteers and their minor children shall not use profanity or customer-offensive language while on the premises, and shall not conduct themselves in a way that is likely to cause injury or draw complaints while they are on duty.
- * Volunteers and their minor children shall not touch or feed livestock and fowl, unless properly supervised by and attended to by a member of the Pioneer Farms agriculture staff.
- * Volunteers and their minor children shall not enter livestock stalls unless it is part of a properly supervised, pre-approved activity or demonstration. They also shall not open or traverse gates, corrals or other livestock points of entry unless it is part of a properly supervised, pre-approved activity or demonstration.
- * Volunteers and their minor children shall not litter or smoke anywhere on the premises, at any time.
- * Volunteers and their minor children shall not bring onto the premises, or consume on the premises, any alcoholic beverages or illicit drugs of any type.
- * Volunteers and their minor children shall not bring onto the premises any knives, firearms, traps or other weapons.
- * Volunteers and their minor children shall not drink or eat in any of the buildings, unless it is part of a supervised, pre-approved activity or demonstration.
- * Volunteers and their minor children shall not climb on or under any structures, fences, wagons, or farm machinery, unless it is part of a properly supervised, pre-approved activity or demonstration.
- * Volunteers and their minor children shall not wander off the pathways and established trails, unless it is part of a properly supervised, pre-approved activity or demonstration.
- * Volunteers and their minor children shall not damage, alter or destroy any artifact, structure, natural element or other part of the facility at Pioneer Farms, and shall not appropriate, hide or remove from the premises any artifact or programming item.
- * Volunteers and their minor children shall not bring pets onto the grounds, and shall not bring other livestock onto the grounds without pre-approval of Pioneer Farms or their designated manager.
- * Volunteers and their minor children shall not engage in or encourage any unsafe and improper use of fire, both inside and outside of the buildings. Proper safety precautions should be used every time a fire is used, and only in properly supervised, pre-approved activities or demonstrations.
- * Volunteers and their minor children should familiarize themselves with the layout of the facilities, the locations of First Aid supplies, and with emergency procedures before beginning their work assignments.

TERMS AND CONDITIONS OF VOLUNTEER SERVICE

GENERAL RULES (cont'd)

- * Volunteers and their minor children are responsible for wearing appropriate safety gear, and taking appropriate safety precautions, when working as a volunteer at Pioneer Farms.
- * Volunteers who are issued keys to buildings and gates shall not make copies of those keys, without first obtaining permission from the Board of Governors or their designated Site Manager, and completing all required forms.
- * Volunteers shall be responsible for making sure that, when Pioneer Farms is closed for the day at the end of activities, events and programs, that all fires are extinguished and that all buildings and gates are locked and properly secured so that the museum is secure.
- * Volunteers and their minor children are responsible for cleaning up for themselves, and cleaning the areas to which they were assigned, after each volunteer sessions, so that the area will be ready for the next event, activity or program.
- * Volunteers and their minor children are responsible for familiarizing themselves with all rules and terms and conditions of service prior to their beginning their service as a volunteer at Pioneer Farms.
- * Volunteers will be responsible for any and all damage to the buildings, artifacts, fences, gates and other structures at Pioneer Farms that is caused by them or their minor children.

SITE-SPECIFIC RULES

General Store

- * Items in the merchandise inventory are not to be played with, used or removed from the store except as part of a properly supervised, pre-approved activity or demonstration.
- * The Manager or On-Duty Supervisor at the General Store is responsible for the management and operation of the Store, and shall have full authority to carry out those responsibilities, including asking volunteers and customers to leave the store for cause.

Tenant Farm, Homestead Farm, Cotton Farm

- * Outdoor cooking and display fires are to be closely monitored and maintained at all times by an adult volunteer, who shall be familiar with appropriate safety and extinguishment procedures to prevent injury to visitors or volunteers, or damage to any structures and facilities.
- * Fires in indoor cooking stoves and on hearts are to be closely monitored and maintained at all times by an adult volunteer, who shall be familiar with appropriate safety and extinguishing procedures to prevent injury to visitors or volunteers, or damage to any structures and facilities.
- * Minor children are allowed to be around and help with building, monitoring and maintaining fires appropriately, so long as they are accompanied at all times by an adult or trained minor children over the age of 16. Minor children are required to stay a safe distance from all fires while on premises.
- * Volunteers and their minor children shall not play pump organs or other historic musical instruments, and shall not handle or play with stoves, looms, farm machinery and any other display artifacts, unless it is part of a properly supervised, pre-approved activity or demonstration.
- * Volunteers and their minor children shall not play or otherwise climb or explore underneath any of the historic homes or buildings at Pioneer Farms, and shall use caution when working around wood piles, fence lines, stacked rocks and animal pens for vermin and reptiles that often live there.

PENALTIES

- * Volunteers and minor children who do not follow and abide by the Terms and Conditions of Volunteer Service are subject to immediate dismissal.

AGREEMENT

- * The undersigned fully understands and agrees to the above-cited Terms and Conditions of Volunteer Service at Pioneer Farms, and agrees to work with and help in the enforcement of these Terms and Conditions so as to maintain a safe, enriching and pleasant environment at Pioneer Farms for visitors and other volunteers. By signing, I also understand that failure to follow and abide by the Terms and Conditions of Volunteer Service will result in immediate dismissal.

SIGNATURES

Adult Volunteer: _____

Date: _____

TERMS AND CONDITIONS OF VOLUNTEER SERVICE

GENERAL RULES FOR CHILDREN

- * I WILL STAY WITH MY PARENTS AT ALL TIMES.
- * I WILL NOT ENGAGE IN HORSEPLAY OR PLAY ROUGHLY.
- * I WILL NOT CLIMB ON FENCES, OPEN GATES OR SCARE THE ANIMALS.
- * I WILL NOT GO UPSTAIRS AT THE SCARBOROUGH BARN.
- * I WILL NOT PLAY ON THE PUMP ORGAN, THE SEWING MACHINE OR OTHER ARTIFACTS OR DISPLAYS WITHOUT PERMISSION OF THE SITE SUPERVISOR.
- * I WILL NOT PLAY ON TOP OF OR UNDERNEATH ANY HOUSES OR OTHER BUILDINGS.
- * I WILL BE RESPECTFUL OF MY FRIENDS AND ALL ADULTS THAT I COME INTO CONTACT WITH.
- * I WILL NOT CAUSE ANYONE HARM OR MAKE SOMEONE FEEL BAD BY CALLING NAMES OR TREATING THEM BADLY.
- * I WILL CLEAN UP AFTER MYSELF, AND WILL NOT LITTER.
- * I WILL NOT GO INTO THE STORE UNLESS MY PARENTS GO WITH ME.
- * I WILL STAY ON THE PATHWAYS AND NOT WANDER INTO THE WOODS OR DOWN BY THE CREEK.
- * I WILL LISTEN TO AND OBEY ALL ADULTS.
- * I WILL NOT PLAY IN OR AROUND ANY FIRES, STOVES OR FIREPLACE HEARTHES. I WILL HELP WITH FIRES ONLY IF ASKED TO BY MY MOTHER OR FATHER, AND NOT WHEN VISITORS ARE PRESENT OR NEARBY.
- * IF I EVER HAVE A QUESTION ABOUT SOMETHING, I WILL NOT BE TOO SHY OR TOO SCARED TO ASK AN ADULT FOR HELP.
- * I WILL NOT TAKE HOME ARTIFACTS OR OTHER ITEMS FROM PIONEER FARMS.
- * I UNDERSTAND THAT IF I DO NOT FOLLOW THE RULES, I CANNOT BE A VOLUNTEER AT PIONEER FARMS.

Minor Child Name/Signature

Parent Signature

Minor Child Name/Signature

Parent Signature

Minor Child Name/Signature

Parent Signature

Minor Child Name/Signature

Parent Signature

Minor Child Name/Signature

Parent Signature

Minor Child Name/Signature

Parent Signature

Date: _____