

# Primate Rescue Center, Inc. On-Site Volunteer Application



**Dear Prospective Volunteer,**

Thank you for your interest in volunteering with the Primate Rescue Center! Volunteers at the Primate Rescue Center play an extremely important role in keeping the sanctuary running smoothly. They understand our mission, and give their time, energy and heart to help care for the amazing primates who call the PRC home. Our staff truly appreciates the time that volunteers dedicate to help care for the monkeys and apes of the Primate Rescue Center, and we hope that you will become our next team member to help us accomplish the goal of giving excellent, lifelong care to these amazing primates.

Sincerely,  
The Primate Rescue Center Staff

***The volunteer program at the PRC is highly competitive, and spots are limited. This entire application packet must be filled out before you will be considered for a volunteer position.***

**Please include the following in your application packet:**

- Read and Sign the Program Requirements Page
- Complete All Portions of the Application
- Read and Sign the Waiver and Release of Liability for Activities at the PRC
- Read and Sign the Primate Physical Contact and Feeding Policy Agreement
- Attach a Copy of a Valid Driver's License or other form of Photo Identification

*All application documents should either be emailed or mailed to:*

Primate Rescue Center, Inc.  
Attn: Melanie Parker  
2515 Bethel Road  
Nicholasville, KY 40356  
(859) 858-4866  
[MelanieP@primaterescue.org](mailto:MelanieP@primaterescue.org)

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## Program Requirements

### All volunteers must:

- Be at least 18 years old.
- Be able to volunteer at least 3 hours/week for a minimum of 3 months
- Be able to lift 25 pounds and engage in strenuous physical activity.
- Adhere to all PRC policies, guidelines and given instructions.
- Represent the PRC in a professional and knowledgeable manner.
- Demonstrate common sense, a good work ethic, and respect for all sanctuary residents, staff, interns, and fellow volunteers.
- Show a sense of interest and compassion toward animals and have a positive and friendly attitude.
- Arrive on time, be reliable, enthusiastic, alert and eager to work.
- Provide evidence of a current negative TB test if accepted into the program. You are responsible for updating your TB skin test every 12 months and delivering the certificate to the volunteer coordinator. This shot is not required to apply but must be done before your first day volunteering.
- NEVER feed, hand out or throw anything to any primate. Attempts to do so are grounds for immediate dismissal from the program and sanctuary grounds.
- NEVER have physical contact with any primate. Attempts to do so are grounds for immediate dismissal from the program and sanctuary grounds.

*Volunteers who are unable or unwilling to meet any requirements may be dismissed from the program at any time. We reserve the right to dismiss any volunteer at any time for any reason, including but not limited to the following examples: tardiness, excessive cancellations, unpleasant attitude, poor work ethic, inappropriate interaction with the animals, disrespect of sanctuary staff, interns, volunteers, or animal residents, inability to work with others, inability to listen and follow instructions, or disregard for any PRC policies.*

I have read and understand the requirements of all Primate Rescue Center volunteers. I agree to abide by all PRC policies, rules, and guidelines. I understand my failure to do so will result in my dismissal.

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

Print Name: \_\_\_\_\_

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

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## On-site Volunteer Application

**Animal Care Volunteers** assist care staff in the daily care of the primate residents. Duties include food preparation and sorting, cleaning of animal and human areas, and creating enrichment items for primates. Animal Care Volunteer shifts are offered Monday – Sunday, from 9am – 5pm.

**Administrative Volunteers** assist administrative staff with filing, organizing, mailing, office cleaning, etc. Administrative Volunteer shifts are offered Monday – Friday only, 9am – 12pm.

**Grounds Keeping Volunteers** assist the grounds keeping staff with gardening, mulching, weeding, tree trimming, cleaning of PRC vehicles, and general grounds clean up. Grounds Keeping Volunteer shifts are offered Tuesday – Friday only, from 10am – 3pm.

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

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

\_\_\_\_\_

Phone: \_\_\_\_\_ Birthdate: (MM/DD/YYYY) \_\_\_\_\_

Non-School Email: \_\_\_\_\_

What time commitment would you like to make to the PRC?

Minimum of 3 hours/week \_\_\_\_\_

Minimum of 6 hours/week \_\_\_\_\_

Minimum of 8 hours/week \_\_\_\_\_

Are there specific days of the week that you are available? \_\_\_\_\_

\_\_\_\_\_

What area(s) are you interested in volunteering at the PRC?

- a. Animal Care Support
- b. Administrative Support
- c. Grounds Keeping Support

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How did you learn about the PRC? If you found us online, what keywords did you search online to find this volunteer opportunity? \_\_\_\_\_  
\_\_\_\_\_

Why do you want to volunteer at the PRC? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What do you do for a living? If you are a student, what are you studying and what extra-curricular activities are you involved in at school? \_\_\_\_\_  
\_\_\_\_\_

Please tell us about your animal related experience (domestic/exotic, when, where, what type of animal): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Who are your human heroes in the animal community? Who do you not admire in the animal community? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you done volunteer work in the past for other organizations? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Do you currently have any pets? Tell us a little about them. \_\_\_\_\_

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Have you or anyone in your family ever owned or desired to own a pet primate? \_\_\_\_\_

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What do you like to do in your free time? Do you have any hobbies? \_\_\_\_\_

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What do you imagine would be your favorite part of volunteering with the PRC? \_\_\_\_\_

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Do you prefer to work in a group setting, or independently? \_\_\_\_\_

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List 3 adjectives that would describe your personality. \_\_\_\_\_

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For the first 3 months, the PRC has a 3 hour/week time commitment for volunteers in order to adequately train them on our daily tasks. Can you commit to at least 3 shifts per month for at least 3 months? \_\_\_\_\_

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Volunteers sometimes have to work in a variety of conditions (heat, humidity, wetness, cold) and perform a variety of tasks (cleaning animal waste, raking/shoveling, scrubbing walls & surfaces, chopping produce, sorting through produce donations, using cleaning solutions). They also are on their feet engaged in physical work for their entire shift. How would you feel about working under these conditions? \_\_\_\_\_

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Please list any allergies (pollen, hay-fever, bee stings, etc.) Please note that it is your responsibility to bring with you any necessary medications (i.e. Epi-Pen for bee stings, inhaler, etc.): \_\_\_\_\_

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Do you have any physical limitations that might hinder you from participation in some activities (ex. heart condition, back injury, etc.)? \_\_\_\_\_

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Tuberculosis skin test or negative chest x-ray certification: YES / NO Date: \_\_\_\_\_

Do you have reliable transportation? YES / NO

Have you ever been convicted of a felony? YES / NO

If yes, please explain: \_\_\_\_\_

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Please list any additional skills that may be relevant to volunteering at the PRC (First Aid, CPR, Mac computer skills, clerical, knowledge of hand tools, gardening, etc.)

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	School / Location	Relevant Coursework	Degree(s) Awarded
High School			
Undergraduate			
Graduate			
Other			

References: Please list at least 2 references from work, school, or other volunteering positions.

Name	Relationship	Email Address

Please list at least one person to call in case of emergency.

Name	Phone Number

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## Waiver and Release of Liability for Activities at the Primate Rescue Center

I understand that my execution of this Waiver and Release is required prior to entering the premises of the Primate Rescue Center (“the Sanctuary”) or participating in any activities at the Sanctuary. I further understand that there are risks and dangers inherent in being at the Sanctuary including, but not limited to, the potential for physical injury, property injury, or other harm or death, which may be caused by any animal or the negligent acts of any individual.

I agree to assume all risks, liabilities and responsibility for any physical injury, property injury, or other harm or death that may occur while I am on the Sanctuary grounds.

I agree to release and hold harmless the Primate Rescue Center and its officers and directors, agents, assigns, employees, volunteers, and interns from any liability or responsibility for physical injury, property injury, or other harm or death that may occur while I am on the Sanctuary grounds.

I intend by this Waiver and Release to release the Primate Rescue Center and its officers and directors, agents, assigns, employees, volunteers, and interns from any liability or responsibility for physical injury, property injury, or other harm or death that may occur while I am on the Sanctuary grounds. I intend this Waiver and Release and its terms to apply whether any injury liability arises from negligence or carelessness on the part of the persons or entities being released, from dangerous or defective property, or equipment owned, maintained or controlled by them or because of their possible liability without fault. I understand and agree that this Waiver and Release is binding.

I understand that I am waiving, permanently and in advance, my rights to seek any recovery or compensation for and for physical injury, property injury, or other harm or death that may occur while I am on the Sanctuary grounds.

I have carefully read this Waiver and Release and fully understand its contents. If I am under 18 years of age, my parent or legal guardian has completely reviewed this Waiver and Release, understands and consents to its terms, and authorizes my participation by his/her signature below. I am aware that this is a RELEASE OF LIABILITY and I sign of my own free will.

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

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



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## Primate Physical Contact and Feeding Policy Agreement

I understand that I am NOT ALLOWED to touch the primates. I also understand that I am NOT ALLOWED to let the primates touch me.

I understand that I am NOT ALLOWED to feed or throw anything to any primate.

ALL primates fall under this policy.

ALL volunteers and interns, regardless of station or time volunteered must abide by this policy.

I understand that if I have any physical contact with any of the primates, feed any of the primates, or throw anything to any of the primates, I will be immediately dismissed from the sanctuary and the volunteer program.

I understand that if I am witness to any volunteer or intern touching, feeding, or throwing anything to any primate, I MUST report it to a staff member.

I understand that I may be denied access to any portion of the sanctuary for any reason, and I may be asked to leave the sanctuary for any reason.

I have completely read and understand the above policies.

Volunteer Name: \_\_\_\_\_

Volunteer Signature: \_\_\_\_\_

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