

Primate Rescue Center, Inc. Out-Of-Town Volunteer Application



Dear Prospective Volunteer,

Thank you for your interest in volunteering with the Primate Rescue Center! Out-Of-Town volunteers at the Primate Rescue Center are an exciting way to expand our volunteer program around the globe. 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 our Out-Of-Town volunteers dedicate to help enrich the lives of the monkey and ape residents. 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

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:

- Signed Program Requirements Page
- Completed Application
- Signed Waiver
- Signed Primate Physical Contact and Feeding Policy
- Copy of a Valid Driver's License or other form of Photo Identification
- Video Interview – DVD or YouTube Link

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

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Program Requirements

All volunteers must:

- Be at least 18 years old.
- Be ready to work 40 hours/week for at least one month.
- 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 delivering this certificate to the volunteer coordinator. This 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.
- NEVER have physical contact with any primate. Attempts to do so are grounds for immediate dismissal.

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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Out-Of-Town Volunteer Details and Interview Questions

Application Deadlines – Applicants should submit all application documents, including a video interview, at least **2 months** prior to their desired start date. Anyone applying for an Out-of-Town Volunteer Position during the summer session (June-July-August) must submit all application documents and video interview no later than **March 1**.

Commitment – Volunteers at the PRC are trained to work safely and efficiently. Training like this takes time, therefore we require a one (1) month minimum commitment from all Out-of-Town volunteers. 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. Volunteer shifts are Monday – Sunday, from 9am – 5pm. Out-of-Town Volunteers are expected to work 40 hours/week, and will be assigned two (2) days off each week.

Housing – Modern, comfortable housing at the sanctuary is available, and Out-of-Town volunteers are encouraged to live on-site. This housing can accommodate up to two same-sex individuals. Pets are not allowed. The sanctuary is located in a rural area requiring transportation to all stores and retail areas. We are approximately 15 miles from the city of Lexington, and about 5 miles from the nearest grocery store in Nicholasville. Volunteers without their own automobile can catch a ride into town once or twice a week during a produce run. On-site laundry machines are available.

Rent & Living Expenses – We require a fee of \$100/week, totaling \$400 for a one (1) month stay. This will cover rent, utilities, television, local phone service and access to the Internet. Volunteers are responsible for their own transportation, food, laundry, and long distance call expenses. All fees are non-refundable and due in-full two weeks prior to start date. All housing expenses paid will be received as a tax-deductible donation to the sanctuary.

******A Director's Scholarship may be available for volunteers requiring financial assistance. To apply, please include with your application a two-page paper describing the reasons we should consider you for this scholarship.***

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Video Interview – Becoming an Out-of-Town volunteer is a big commitment, both for you and us, so we like to use the application process to get to know you a little better. In addition to completing the application packet, we would like you to send us a video of yourself answering the following questions. We are not concerned with the quality of the video, just the quality of the answers. You may share the interview with us on DVD or YouTube link. If for any reason you cannot complete this video, contact us and we will find an alternative.

1. Start with telling us a bit about yourself.
2. What do you do for a living, or what extra-curricular activities are you involved in at school?
3. Why do you want to work with primates?
4. Have you worked with wild animals before?
5. Why do you want to volunteer at the PRC specifically, as opposed to other animal facilities?
6. Where do you see yourself in 5 years?
7. What is the most boring job or task you have ever done?
8. Do you prefer working alone or as a member of a team?
9. What do you like to do in your spare time? Any hobbies?
10. What makes you angry? Happy?
11. Please briefly tell us about any pets you have now or have had in the past.
12. List five adjectives that would describe your personality.
13. What do you imagine would be your favorite part of volunteering at the PRC? Least favorite?

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Name: _____ Date: _____

Address: _____

Phone: (Home) _____ (Cell) _____

Email: _____

What time commitment would you like to make to the PRC (minimum of one month required)?

Can you provide a specific date range that you will be available?

Why do you want to volunteer with the PRC? _____

How did you learn about the PRC? _____

Please tell us about your animal related experience (domestic/exotic, when, where, what species):

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

References: Please list at least 3 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

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.): _____

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

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Will you require On-Site housing? YES / NO

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

Will you have a vehicle with you during your stay? YES / NO

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

If yes, please explain: _____

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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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: _____ **Date:** _____

Signature: _____

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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, 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 volunteer program.

I understand that if I am witness to any volunteer 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: _____