

Bernheim's Training-for-Naturalists Application

Please complete and send to:

Volunteer Office, Bernheim, P.O. Box 130, Clermont, KY, 40110

Contact Information

Name: _____

Address: _____

City _____ State _____ Zip _____

Home Phone: () _____ Work Phone: () _____

E-mail Address: _____

Is e-mail a good way to contact you? Yes No

Availability Information

What day(s) of the week are best?

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

What times (ex. 9 a.m. to 5 p.m., etc.) _____

Emergency Information

Emergency Contact: _____

Name: _____

Relation: _____

Daytime Phone: () _____ Evening Phone: () _____

Mobile Phone: _____ Do you have any allergies? Yes No

If yes, please list and/or explain: _____

As a first step in to the Training-for-Naturalist program, please identify which volunteer job(s) you would like to begin with:

Fire Tower Guide Nature Craft Guide Nature Explorer Visitor Center Host

Additional questions for those applying as a Naturalist-in-Training: Background & Interest Information (please answer on a separate sheet):

1. Why are you interested in the Training-for-Naturalist Program?
2. List volunteer or work experience – please expand on those experiences you think apply most directly to the program.

3. Please write a short biography including your hobbies and interests. Please include those hidden talents that may not be obviously connected with this program. For instance, if you play a musical instrument, like designing web pages, have carpentry skills or other specific areas of expertise. _____
4. What are you hoping this program will offer you and

what are you hoping to offer this program?

5. Please identify and describe at least one major goal you hope to accomplish by participating in the Training for Naturalists Program.
6. Please describe at least one additional goal you hope to accomplish by participating in this Training Program.

Please turn over

Commitment Agreement – Bernheim's & Yours:

As Part of the Volunteer Program, Bernheim Agrees:

1. To provide orientation; quality training; supervision; and guidance to you in your volunteer capacity, on a regular basis.
2. To provide any assistance possible to enhance your job performance.
3. To provide assistance in regard to any problems you might encounter. The Volunteer Manager will be available to discuss problems and act as a liaison between you and paid staff if necessary.
4. To consider you like staff and to keep you informed regarding Bernheim policies and other pertinent information.
5. To conduct an evaluation of your job performance, if applicable.
6. To keep a record of your volunteer experience, and make it available to you, on request.

As a Bernheim Volunteer, I Agree:

1. To abide by the policies and procedures of Bernheim.
2. To attend scheduled orientations and training, and to work a specified number of hours on an acceptable schedule as described in the Training-for-Naturalists program requirements and specifications.
3. To provide a record of hours worked and to be prompt in reporting for scheduled assignments.
4. To notify the appropriate person if I am unable to volunteer, either due to illness, vacation, resignation or leave of absence.
5. To participate in an evaluation of my performance, if applicable.
6. To adhere to the three "C's" of being conscientious, considerate, and courteous.
7. To maintain a well groomed appearance and a professional attitude.
8. To contribute time and service with no expectation of compensation or employment.
9. To accept the right of Bernheim to dismiss me for unsatisfactory performance or for conducts that adversely affects Bernheim's operations common practices or mission.
10. To inform Bernheim of any physical or emotional limitations that impact on the performance of my duties as a volunteer at Bernheim, and to decline any assignment, which exceeds my physical and emotional limitations.

I have received and reviewed the above goals and commitments.
I fully understand and agree to comply with their contents.


Signature _____ Date _____

Parent's Signature if volunteer is under age 18 _____ Date _____

For more information on how you can get involved, check out Bernheim's web site (www.bernheim.org), or call Wren Smith, Interpretive Programs Manager, at 502-955-8512 ext. 251.

Thank you for applying for enrollment in the Training-for-Naturalist Program!



P. O. Box 130
Clermont, KY 40110
502.955.8512  www.bernheim.org