



INTERNSHIP & SERVICE VOUNTEER APPLICATION

PERSONAL

First Name:	
Last Name:	
Street 1:	
Street 2:	
City:	
State:	
Zip:	
Home phone:	
Cell phone:	
Email address:	
Date of Birth:	

EMERGENCY CONTACT

First Name:	
Last Name:	
Home phone:	
Work phone:	
Cell phone:	
Relationship:	

AVAILABILITY

Type:	<input type="checkbox"/> Youth (15-20) <input type="checkbox"/> Young Adult (21-32) <input type="checkbox"/> Adult (32-55) <input type="checkbox"/> Older Adult	
Kind:	<input type="checkbox"/> Individual <input type="checkbox"/> Group	
Shifts:	Monday	<input type="checkbox"/> 8:45a-12:30p <input type="checkbox"/> 12:30p-5:00p <input type="checkbox"/> All day
	Tuesday	<input type="checkbox"/> 8:45a-12:30p <input type="checkbox"/> 12:30p-5:00p <input type="checkbox"/> All day
	Wednesday	<input type="checkbox"/> 8:45a-12:30p <input type="checkbox"/> 12:30p-5:00p <input type="checkbox"/> All day
	Thursday	<input type="checkbox"/> 8:45a-12:30p <input type="checkbox"/> 12:30p-5:00p <input type="checkbox"/> All day
	Friday	<input type="checkbox"/> 8:45a-12:30p <input type="checkbox"/> 12:30p-5:00p <input type="checkbox"/> All day
	Saturday	<input type="checkbox"/> 8:45a-12:30p <input type="checkbox"/> 12:30p-5:00p <input type="checkbox"/> All day
	Sunday	<input type="checkbox"/> 8:45a-12:30p <input type="checkbox"/> 12:30p-5:00p <input type="checkbox"/> All day
My availability is: <input type="checkbox"/> Ongoing <input type="checkbox"/> Ongoing, except the following dates		
	<input type="checkbox"/> Sporadic <input type="checkbox"/> Only between the following dates	
	From: ____ / ____ / ____	
	To: ____ / ____ / ____	
I would like to serve up to: _____ hours per _____		
Other:		

INTEREST

Working one-on-one with Ranchers	<input type="checkbox"/>	History	<input type="checkbox"/>
Support the work of Ranchers	<input type="checkbox"/>	Has a teaching certificate	<input type="checkbox"/>
Leading enrichment classes	<input type="checkbox"/>	Work with people with disabilities	<input type="checkbox"/>
Editing of written documents	<input type="checkbox"/>	Grant Writing	<input type="checkbox"/>
Horses	<input type="checkbox"/>	Knowing more about the world	<input type="checkbox"/>
Teaching	<input type="checkbox"/>	Word, Excel & general windows software	<input type="checkbox"/>
Carpentry	<input type="checkbox"/>	Electrical	<input type="checkbox"/>
Fishing	<input type="checkbox"/>	Cows, pigs and goats	<input type="checkbox"/>
Ranching	<input type="checkbox"/>	Animal Husbandry	<input type="checkbox"/>
Plumbing	<input type="checkbox"/>	A/C	<input type="checkbox"/>
Horticulture	<input type="checkbox"/>	Master Gardener	<input type="checkbox"/>
Nature Hikes	<input type="checkbox"/>	the details	<input type="checkbox"/>
Have any interests that aren't listed? Let us know your ideas:			

SPECIAL TRADE & SKILLS

List all special licenses and/or trades:

List skills and knowledge not found elsewhere on this application:

WORK AND VOLUNTEER EXPERIENCE

Employment (list most recent 2)

Company	Supervisor Name	Job	City	Phone number
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Volunteer (list most recent 2)

Company	Supervisor Name	Job	City	Phone number
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

REFERENCES

Employment (at least 3 – non relatives)

Name	Phone number	Relationship
_____	_____	_____
_____	_____	_____
_____	_____	_____

QUESTIONS

Have you ever been convicted of any crime relating in any manner to children and/or your conduct with them?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a DUI or DWI?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of assault and battery?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of theft?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of rape or any other sexual offenses?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of assault with intent to commit rape?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of kidnapping?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of possession, distribution and/or trafficking of drugs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of intent to commit any of the above crimes?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been subject to any court order involving sexual or physical abuse of a minor, including, but not limited to, a domestic order or protection?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION SUBMISSION

Submit your application to the Volunteer Coordinator either by:		
E-mail	Mail	Fax
volunteers@downhomeranch.org	Down Home Ranch 20250 FM 619 Elgin, TX 78621	512-856-0256



**VOLUNTEER
ACKNOWLEDGEMENT OF BACKGROUND INVESTIGATION**

In accepting a volunteer position at Down Home Ranch that requires ongoing direct contact with individuals with intellectual developmental disabilities or related condition. The volunteer understands and freely acknowledge that Down Home Ranch may conduct each of the following as part of a background investigation prior to a position being offered and whenever deemed necessary thereafter.

The background investigation will be conducted with the information provided. The acknowledgement will be considered in effect until revoked in writing:

- Texas Department of Public Safety Criminal History Background Check - Yearly
- Texas Health and Human Services Nurses Aid and Employee Misconduct Registry - Yearly
- Texas Debarred Vendor List - Yearly
- United State Office of Inspector General Exclusions Database - Monthly
- Texas Office of Inspector General Exclusions Database - Monthly
- System of Award Management Database (SAM) - Yearly
- Texas Department of Motor Vehicle Driving Record - Yearly

I understand that my position is contingent upon the satisfactory findings of any background investigation. If there are any discoveries during future background investigations that are not satisfactory, it may lead to termination.

Date of Birth _____

Social Security # _____ Driver License State/# _____

Address _____ City, State & Zip _____

Signature _____

Printed Name _____

Date _____