



VOLUNTEER APPLICATION

Date Submitted: _____

Contact Info:			
Name:		E-Mail:	
Phone:		Cell:	
Mailing Address:			
Emergency Contact (Name & Phone):			

Volunteer Type: Mark with "X"									
General		Work Trade		Workshop Host		Former Intern		Other	

Personal Workshop Preferences(s): List Top Three in Chronological Order	
Title:	Date:
Title:	Date:
Title:	Date:

Experience/Aptitude/Availability: Mark with "X" or List Details as Appropriate										
Preference	Office		Workshops		Site Operation		Landscape		Garden	
Abilities & Skills:										
Job History (opt):										
Preference	Weekday		Weekend		AM		PM			
Dates:										

For Office Use Only:

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Processing:	
Date Received:	Date Filed:
Staff Notified:	Date Notified:
Notes:	

Return Completed Forms Via
Mail: 13771 S Hwy 101 Hopland, CA 95449
Fax: (707) 472-2498

As a volunteer at the Solar Living Institute, you are expected to abide by an expressed set of expectations. These expectations are intended ensure the safe and efficient integration of volunteers into the Institute’s daily operations. Please review the information below and indicate your agreement by providing your signature. Note that you will not be eligible for volunteer work until you have completed this agreement in full and submitted it to Institute staff.

Volunteer Policies:

- Workshop/Trade requires 16 hours of work per each day of class that you would like to take. All hours must be completed prior to attending class. Hosting Work/Trade volunteers receive 1 free workshop day in exchange for hosting a 1 day workshop.
- No holding of spots for volunteers for a particular workshop in advance of performing volunteer time.
- No Workshop/Trades for 5 day Intensive classes.
- Workshop/Trade on a space available basis.
- Must be 18 yrs of age & older to participate – younger volunteer participation can be arranged on a per person basis.
- No pets or children.
- **(Hopland Specific)** On-site camping prohibited from Nov. 1 through March 31. Volunteer camping on-site requires 4 hours of work per person staying. 1 week maximum stay; can be re-negotiated for one additional week depending on work available.
- **(Hopland Specific)** Workshop/Trade and volunteer overnight stay by prior approval only.
- **(Hopland Specific)** Camping privileges include access to showers, restroom, kitchen facilities, electricity & water.
- **(Hopland Specific)** RV’s permitted on a space available basis.
- **(Hopland Specific)** Intern village area is off-limits to volunteers.
- **(Hopland Specific)** Public transportation in this area is limited and we do not provide transportation.
- After we receive your application it will be forwarded on to staff members for review and they will contact you if your skills match what they have a need for. If you are not contacted, we will keep your application on file for future volunteer opportunities.

Volunteer Agreements:

As a volunteer at the Solar Living Institute, I agree to:

- review and complete all forms, agreements, and releases requested by the Institute before the start of volunteer work;
- establish and adhere to a clear and achievable work schedule with the supervisor to whom you are assigned;
- arrive on time and prepared to work (i.e. with proper clothing) for the duration of the work agreement established with your supervisor;
- **(Hopland Specific)** if applicable, adhere to the safety requirements of a project as expressed by the supervisor or required safety training as provided by the Institute;
- follow the directions of your supervisor carefully and ask clarifying questions as needed;
- provide you own lunch and personal items (i.e. water bottle, sun block, etc.);
- complete all agreed upon hours on scheduled days and clearly communicate changes to schedule with your supervisor;
- if applicable, provide all information required for volunteers seeking to camp on site that is requested by the Institute and follow all camping requirements and expectations;
- if more than six months since your previous volunteer date, re-register with the Office manager;
- adhere to all other volunteer expectations, requirements, and procedures as expressed by the Institute;
- and complete the ISPO code of ethic agreement.

Acknowledgement and Agreement:

By signing below, I agree to abide by the policies and agreements set forth in this document as terms of being a volunteer at the Solar Living Institute.

Volunteer Name (Print)

Volunteer Name (Signature)

Date

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