

# Shedd Aquarium



# Volunteer Application

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

Name: \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Street City State Zip Code

Phone: \_\_\_\_\_  
Home with area code Work with area code Pager/Cell Phone

Social Security #: \_\_\_\_\_ Birth Date: \_\_\_\_\_

(You must be 18 to volunteer, unless you are applying for the summer programs which are open to 16 and 17 year olds.)

Email address: \_\_\_\_\_ I am interested in:  Year 'Round  Summer programs

## Emergency Info: (Please list two emergency contacts)

Name Relationship Phone with area code

Name Relationship Phone with area code

## Education: (Please circle the last year completed)

High School 1 2 3 4 College 1 2 3 4 Graduate 1 2 3 4

Last School Attended: \_\_\_\_\_

Degree Earned: \_\_\_\_\_

## Employment:

### Current Employment:

Company Position

Supervisor and phone # Years of service

My employer offers a:  time-off program for volunteers  donation matching program

### Previous Employment:

Company Position

Supervisor and phone # Years of service

### Volunteer Employment:

Nonprofit organization Position

Supervisor and phone # Years of service

## Professional References

The Volunteer Department will contact two professional references in writing. Final acceptance into our programs will not occur until we have heard from at least one of your references.

Please provide the following information (do not list friends or family members):

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Name	Relationship	How long you have known this person
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Complete Address	Phone Number
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Name	Relationship	How long you have known this person
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Complete Address	Phone Number
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## Experiences

Please circle the position that you are interested in learning more about:

The Desk Set

Education

Horticulture

Marine Mammals

Special Events

Development

Fishes

Public Interpretation

Marine Mammal Diving

A Resource for the Curious

Coral Reef Diving

Greeter

Laboratory

Design & Production

Other \_\_\_\_\_

Do you speak any other languages fluently? \_\_\_\_\_

Please describe any training, skills, teaching experience and/or certificates that may enhance your ability to be a successful volunteer for Shedd.

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Have you volunteered here before? If so, what programs were you involved with? When and why did you leave the program?

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Why would you like to volunteer for Shedd Aquarium?

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How did you learn about our Volunteer Programs? If a friend referred you, please provide that person's name.

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## Availability

Please check the boxes below that represent your regularly available hours.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning							
Afternoon							
Evening							

Do you anticipate a change in this schedule? If so, when? \_\_\_\_\_

How long you commit to volunteering at Shedd? \_\_\_\_\_

## Optional Information

Medical Conditions:

\_\_\_\_\_

Allergies:

\_\_\_\_\_

Medication:

\_\_\_\_\_

### Ethnic Background:

African American

Caucasian

Hispanic American

Native American

Asian American

Other \_\_\_\_\_

I certify that the statements made in this volunteer application are true and correct, and have been given voluntarily. If the information provided in this document is found to be untruthful, I understand that I will be released from the volunteer program. I am aware that this information may be disclosed to any party with legal and proper interest, and I release the agency from all liability whatsoever for supplying such information.

I understand that I will not be paid for my services as a volunteer, and that filling out an application for the program does not guarantee acceptance into a volunteer position.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

If you have a current resume and would like to include it, we would welcome the additional information.



## Dear Prospective Volunteer:

Thank you very much for your interest in volunteering at John G. Shedd Aquarium. We are excited to have you, and we hope that you will find your experiences here to be fun and rewarding.

As a non-profit organization, we rely heavily on our volunteer staff. Therefore, in return for your dedication and hard work, Shedd provides many benefits and opportunities for you. As a volunteer you and your family will be admitted at no cost to the Aquarium and Oceanarium, you will be able to participate in a wide array of employee and volunteer social outings and recognition events, you will receive a discount on Shedd Aquarium merchandise and food, you will receive employee and volunteer newsletters, free and discounted educational courses presented by our trained staff, free admission to other Chicago museums and many opportunities to make new friends!

Our volunteers are regularly involved in almost every aspect of Shedd operations. Because we rely so heavily on volunteers, the responsibilities are significant and the opportunities to learn are endless! Here are a few examples of Shedd's volunteer programs:

- **A Resource for the Curious (ARC)** - Help answer visitor questions about marine life around the world.
- **The Desk Set** - Help in a variety of departments with a wide range of administrative projects.
- **Greeters** - Help make Shedd the friendliest place in town by greeting and orienting our guests.
- **Education** - Teach our younger guests about the marine world.
- **Outreach** - Visit local communities to help spread Shedd's educational message.
- **Interpretation** - Work throughout the Aquarium to enhance our guests' experience.
- **Special Events** - Assist with special evening and weekend activities.
- **Marine Mammals** - Work behind the scenes to support our marine mammals.
- **Fishes** - Work behind the scenes to support our fish, reptiles, amphibians, small mammals and invertebrates.
- **Lab** - Perform Shedd's water quality testing.
- **Marine Mammal Diving** - Dive the Oceanarium to maintain the tank hygiene.
- **Coral Reef Diving** - Perform public presentations while diving in the Coral Reef Tank.

Because we provide so much training for our volunteers, we require that applicants for most positions commit to volunteering for at least one year. Volunteers who work on the weekdays are asked to come once a week and weekend volunteers are asked to work every other week. (Shift times vary according to departmental needs.)

We do have several programs including Special Events, The Greeter Program and The Desk Set which require shorter commitments and allow for a more flexible schedule. These programs are perfect for people who can't make a regular commitment but still want to be involved at the Aquarium!

Thank you so much for your interest in volunteering at John G. Shedd Aquarium. We truly look forward to having you on our team!

The Volunteer Department Staff

