



# Volunteer Interest Form

*Volunteers are an integral part of Providence Farm;  
thank you for your interest in our Volunteer Program.*

## About You

Date of application: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/province/postal code: \_\_\_\_\_

Home and cell phone numbers: \_\_\_\_\_

Email: \_\_\_\_\_

How do you prefer to be contacted: \_\_\_\_\_

Are you over the age of 18?    Yes    No

## Emergency Contact Information

Name: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Home and cell phone numbers: \_\_\_\_\_

Do you have any health issues or medications that we should be aware of? \_\_\_\_\_

## Reference (adult who is not a relative)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home and cell phone numbers: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Please tell us about any previous volunteer experience.

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Why would you like to volunteer at Providence Farm?

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# Volunteer Opportunities and Preferences

At the heart of Providence Farm are a number of therapeutic programs, each of which requires numerous volunteers. As each of the programs works closely with Farm clients, a Criminal Record Check will be required to work in each of these areas.

**Please check all areas for which you are interesting in volunteering:**

- Nursery and greenhouse
- St. Ann's Garden Club (seniors)
- Kitchen program
- Fix-it Shop (machine repair)
- Woodworking program
- Textiles program (sewing, knitting, weaving)
- Market gardens / Farming
- General Store (retail)
- Specific posting from Providence Farm Website \_\_\_\_\_  
Name of posting on website
- Farm Fashions – assist store staff with sorting and displaying clothes, and assisting Store customers with clothing selections.
- Building and grounds – assist site staff with cleaning, painting, building and repair work.
- Landscaping – assist yard staff with mowing, tilling, trimming, weeding, planting and pruning.
- Office support – help office staff by answering phones, stuffing envelopes, entering data, sorting and filing.
- Special events – work one-time events by placing phone calls, working registration tables, directing guests, handing out prizes, serving food, and working displays and fairs.

Are there days and times that you prefer to volunteer?

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How many hours are you able to commit?

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***Applications will be kept on file no longer than 3 months.***

# General Volunteer Responsibilities

We need volunteers to:

1. Regard their volunteer time as a job. We ask that you be on time and phone in with 24 hours notice if you are unable to attend.
2. Put the program and clients first. The volunteer's needs should not exceed the needs of the Farm's clients.
3. Give more to the Farm than they expect to take away.
4. Be able to work unsupervised if need be.
5. Be able to get to the Farm with their own transportation.
6. Be cheerful and enthusiastic.
7. Be a role model to Farm clients by following Farm policies and procedures.
8. Commit to as little or as much time as you can.
9. Respect the confidentiality of the Farm's clients and staff.
10. Work alongside clients. Volunteers are not expected to supervise or counsel participants, but simply be that extra set of eyes and ears.
11. Remove yourself and report to staff if you find yourself in an uncomfortable situation.

## One Last Word – Thanks!

Thanks for taking the time to complete this application. We recognize your time is valuable and you considering spending some of it with us means a great deal. Now that you have completed your application, please return the first two pages to:

Providence Farm  
1843 Tzouhalem Road  
Duncan, BC V9L 5L6  
Phone: 250-746-4204  
Fax: 250-746-8616  
E-mail: [communityrelations@providence.bc.ca](mailto:communityrelations@providence.bc.ca)

***Please note you will only be contacted when there is a suitable volunteer opening available.***