

**CITY OF OROVILLE – APPLICATION FOR DOCENT / VOLUNTEER PROGRAM**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

**SUBMIT THIS APPLICATION TO: Community Development Department, 1735 Montgomery St., Oroville CA 95965**

<b>SECTION I – READ INSTRUCTIONS CAREFULLY</b>	<b>SECTION II – POSITION APPLIED FOR</b>
<ol style="list-style-type: none"> <li>1. Type or print clearly,</li> <li>2. Answer each question truthfully and completely. False statements may be cause for rejection of your application or dismissal from the program.</li> <li>3. Sign and date the Application. Unsigned applications will be rejected.</li> <li>4. <b><u>You will be notified when your application has been accepted.</u></b></li> </ol>	<b>DOCENT / VOLUNTEER PROGRAM APPLICATION</b>

<b>SECTION III – PERSONAL HISTORY</b>		
1. Name (Last, First, Middle Initial)	2. Social Security # (Optional)	3. Res. Phone #
4. Current Street Address (Street, City, State, Zip Code)		5. Bus. Phone #
6. Current Mailing Address (If different from above)		

<b>SECTION IV. – GENERAL INFORMATION</b>			
<b>Please answer the following questions.</b>		<b>YES</b>	<b>NO</b>
1. Do you hold a valid Driver's License? ( ) California ( ) Other ( ) None Number _____ Class _____	<input type="checkbox"/>	<input type="checkbox"/>	
2. Have you ever been discharged or requested to resign from any employment, in lieu of termination, due to misconduct or unsatisfactory service? <b>If "Yes", explain on back or attach a separate sheet</b>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Have you ever been convicted, imprisoned and/or placed on probation for a felony or misdemeanor or required to pay a fine in excess of \$50, by any civil, criminal or military authorities, under your present name or another name? <b>If "Yes", explain on back or attach a separate sheet</b>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Do you currently have any relatives working for the City of Oroville? If yes, list name(s) below: _____	<input type="checkbox"/>	<input type="checkbox"/>	

<b>SECTION V. – SKILLS, ABILITIES, TALENTS, ETC.</b>	
<b>Please list any skills, abilities, talents, or prior experience that you feel would be useful being a docent for the City.</b>	
1.	4.
2.	5.
3.	6.

<b>SECTION VI. – REFERENCES – PLEASE LIST TWO</b>	
1. Name:	Phone:
2. Name:	Phone:

<b>SECTION VII. – EMERGENCY CONTACTS – PLEASE LIST TWO</b>	
1. Name:	Phone:
2. Name:	Phone:

<b>SECTION VIII. – SIGNATURE AND CERTIFICATION</b>	
<p>I declare under penalty of perjury, under the laws of the State of California, that all statements contained in this application and any accompanying documents is true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial of application or dismissal from the docent/volunteer program. In addition, signing this document authorizes the City of Oroville to verify the information you provide, which also may include a credit history check. <b><u>This application will be rejected if it is not signed and dated by the applicant prior to submission.</u></b></p>	
DATE: _____	SIGNATURE: _____

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 SECTION IX**

<b>Tour Guide For:</b> Chinese Temple <input type="checkbox"/> Lott Home <input type="checkbox"/> Pioneer Museum <input type="checkbox"/> Nature Center <input type="checkbox"/> Bolt's Antique Museum <input type="checkbox"/>	<b>Miscellaneous:</b> Research <input type="checkbox"/> Mending <input type="checkbox"/> Knitting <input type="checkbox"/> Crocheting <input type="checkbox"/> Hand Laundry <input type="checkbox"/> Public Speaking <input type="checkbox"/> Writing (Columns, Newsletters, etc.) <input type="checkbox"/> Computer Input <input type="checkbox"/> Park Clean-Up <input type="checkbox"/> Landscape Maintenance <input type="checkbox"/> Gardening <input type="checkbox"/>	<b>Annual Cleaning:</b> Chinese Temple <input type="checkbox"/> Lott Home <input type="checkbox"/> Pioneer Museum <input type="checkbox"/> Nature Center <input type="checkbox"/> Bolt's Antique Museum <input type="checkbox"/>
<b>Special Events:</b> Food Preparation <input type="checkbox"/> Baking Cookies <input type="checkbox"/> Serving <input type="checkbox"/> Kitchen Work <input type="checkbox"/>		<b>Annual Crafts Faire:</b> Set Up <input type="checkbox"/> Kitchen Crew <input type="checkbox"/> General Help <input type="checkbox"/>

**Please check (✓) all days and times you would be available to work:**

<b>Monday:</b> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>	<b>Tuesday:</b> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>	<b>Wednesday:</b> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>
<b>Thursday:</b> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>	<b>Friday:</b> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>	<b>Saturday:</b> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>
<b>Sunday:</b> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>	<b>Your Birthday (Optional)</b> Month: _____ Day: _____	

**Email Address (optional):** \_\_\_\_\_

Please provide an email address \_\_\_\_\_

Please provide any additional information or comments you feel would be helpful: (Optional)

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Please complete and return this application the Community Development Department  
 1735 Montgomery Street, Oroville, CA 95965.  
 If you have any questions please contact the Cultural Facilities Curator at (530) 538-2497.