



### **Volunteering at Eden's Way Farm Sanctuary**

Thank you for your interest in volunteering at Eden's Way Farm Sanctuary! To help our sanctuary grow and to give the best possible care to our farm animal residents, we have started to recruit a limited number of volunteers and this will expand to a range of volunteer positions over the next few years. There is a lot of work involved in running a farm sanctuary from taking care of the animals, to farm property maintenance and improvements, to all the administrative, fundraising, and community outreach events and activities that go on behind the scenes, and we need your help. We would love for you to help us out and over time there will be a range of volunteer work options to choose from. We are truly appreciative of any assistance you can offer!

The minimum requirements to be a volunteer at Eden's Way Farm Sanctuary includes:

- To have an interest in helping farm animals and supporting the mission, values, and goals of Eden's Way Farm Sanctuary
- Be 19 years of age or older (minors are welcome to volunteer with a parental/guardian volunteer)
- Be willing to sign a Liability Waiver, Confidentiality Agreement, and Volunteer Agreement that outline the volunteer policies and procedures.

Volunteers of Eden's Way Farm Sanctuary can be divided into the following categories:

**One-Time Volunteers:** This is an option for people who are interested in volunteering once at Eden's Way Farm Sanctuary without making any further commitment. It is an ideal way for people who have little or no prior experience with farm animals or being on a farm, but are interested in farm animal welfare and would like to try out a shift. This option is also more suitable for people who cannot commit to volunteering on a regular basis. It is also a great option for a team building day and for organizations/businesses who want to offer a community service project to their members/employees. One-time opportunities include helping with the animal care, farm maintenance and operations (e.g., spring or fall clean-up), and community events or fundraisers. These shifts vary from 2 to 6 hours depending on the volunteer project or activity. Training and instructions will be provided either on the day of service, or in advance depending on the complexity of the duties.

**Regular Volunteers:** This option is available to people who would like to commit to volunteering on a more regular basis. Several positions (both on-site and remote) will be available in different areas and many will require special requirements, qualifications, and training. They will be posted publicly on social media and the sanctuary web site when there are new openings. The following is a list of our current volunteer positions:

- Animal Care Program – Regular or one-time volunteers

- Administrative Assistant – Remote position
- Farm Hand – Regular or one-time volunteers
- Habitat and Grassland Restoration Volunteer – Regular and one-time volunteers
- Humane Educator – Remote and on-site
- Compassion Camp Counsellors – summer on-site
- Community Outreach and Fundraising Assistants For Special Events – Remote and on-site

### **The Next Steps.....**

If you are interested in volunteering at Eden's Way Farm Sanctuary, please fill out the attached confidential Volunteer Interest and Application Form, and email it to [edenswayfarmsanctuary@gmail.com](mailto:edenswayfarmsanctuary@gmail.com). You are also welcome to email this address with any questions you have about volunteering. Upon your request, a copy of the volunteer job description that you are interested in can also be forwarded to you.

Once your application is received, you will be contacted as soon as possible to schedule a phone, Zoom, or on-site meeting with the founder/Executive Director (ED) of Eden's Way Farm Sanctuary (Jaye Dueck) to go over your application, to provide more information about the volunteer position(s) you are interested in, answer any questions you have, and discuss the next steps. Please note that submitting this application form does not automatically register you as a volunteer and there is no commitment required from you at this point. After meeting with you, and it looks like our volunteer program will be a good fit for you, and you are interested in continuing the process, we will ask you to then review and sign the necessary additional paperwork (the Liability Waiver Form , Confidentiality Agreement, Volunteer Program Policies and Procedures Handbook, and Volunteer Agreement Form) and arrange an orientation to the volunteer position you will be doing (this will vary depending on whether you are volunteering on a one-time or regular basis). Some regular positions will require additional shadowing and training.

Please note that the need for volunteers will vary through the year and a limited number of positions may be available at times and thus not necessarily be able to accommodate all volunteer requests. However, upon your request, your name will be put on a wait-list and you will be notified as soon as a position and/or shift comes available.

If you have any questions or any concerns at any time please contact the ED through the main email address: [edenswayfarmsanctuary@gmail.com](mailto:edenswayfarmsanctuary@gmail.com)

Thank you again for your interest in volunteering!!!!



### Volunteer Interest and Application Form

If you are interested in volunteering, please complete this form and send it to [edenswayfarmsanctuary@gmail.com](mailto:edenswayfarmsanctuary@gmail.com) and we will get back to you soon as possible. All information on this form will be kept confidential.

Date of Application: \_\_\_\_\_

Full Legal Name: \_\_\_\_\_

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

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

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

\_\_\_\_ Yes, I give my permission to receive e-mails from Eden's Way Farm Sanctuary

Primary Phone Number: \_\_\_\_\_ Secondary Phone Number: \_\_\_\_\_

How did you hear about Eden's Way Farm Sanctuary? \_\_\_\_\_

Tell us a little bit about you and why you would like to volunteer with Eden's Way Farm Sanctuary

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Are you interested in volunteering on a:

☐ One-time basis or

☐ Regular basis

What type(s) of volunteer opportunities are you interested in with Eden's Way Farm Sanctuary?

- ☐ Animal Care (e.g., cleaning paddocks/shelters, replacing bedding, cleaning water buckets/tanks, grooming and playing with the animals)
- ☐ Green Team (e.g., helping to maintain the garden areas and landscaping).
- ☐ Farm Hand (e.g., assisting with farm maintenance, repairs, small building/construction projects, landscaping)
- ☐ Habitat and Grassland Restoration Volunteer (e.g., assisting with the clean-up of the upper property, such as the sage and dead trees) to create more pasture land for the cows/horses and replanting of grass and natural vegetation, removing potential toxic weeds)
- ☐ Office Administration (e.g., assisting the Executive Director with various administrative tasks of the sanctuary, such as maintaining databases for the various programs/activities)
- ☐ Humane Education Program (e.g., helping to deliver humane education classes and compassion camps to children and youth)
- ☐ Community Outreach and Fundraising Special Events (e.g., assisting in marketing/advertising of events, contacting potential donors and business vendors, helping with online silent auctions, assisting in the set-up and take down of other onsite/offsite community events)

What is your availability for volunteering?

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Do you have any experience with farm animals? If yes, please tell us about this.

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Do you have any special training, courses, or education related to the volunteer work your interested in doing?

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Do you have other volunteer-related skills, interests, or hobbies, or anything that you would like us to know about?

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When volunteering on-site, do you have any allergies or health conditions that we should know about?

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In the case of a medical emergency, who can we contact for you?

Emergency Contact Name #1: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_

Relation to You: \_\_\_\_\_

Emergency Contact Name #2: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_

Relation to You: \_\_\_\_\_

To ensure a high quality volunteer program, the professional integrity of the sanctuary, as well as the safety of our animal residents and our farm property, we ask that you provide a minimum of two personal references who can answer a few basic questions about how they know you, how long they have known you, and tell us about your potential strengths as a volunteer. Please provide their name, contact, and relation to you.

Reference 1:

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Reference 2:

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Optional additional references:

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Please read carefully and confirm agreement to the following:

- I understand that nothing contained in this application or conveyed in any application process is intended to create an employment contract between me and Eden's Way Farm Sanctuary.
- I understand that the volunteer positions available at Eden's Way Farm Sanctuary are unpaid.
- I have read and understand the information describing Eden's Way Farm Sanctuary's volunteer program ("Volunteering at Eden's Way Farm Sanctuary" information sheet).
- I agree to reviewing and signing a Liability Waiver Form, Confidentiality Agreement, Volunteer Program Policies and Procedures, and Volunteer Agreement Form prior to starting to volunteer at Eden's Way Farm Sanctuary.

By submitting this form, I attest that the information I have provided on the form is true and accurate.

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

Signature: \_\_\_\_\_

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