



Volunteer Application

Thank you for your interest in volunteering at Kalmia Gardens of Coker University! Please read and complete the following application to be considered for a volunteer position.

General Information

Name: _____
Last First Middle

Address: _____
Street City State Zip

Email: _____ Telephone: _____

Age*: _____ Date of Birth*: _____

**All volunteers must be at least 16 years old. Volunteers under 18 must have signed approval from their parent or guardian. Some volunteer roles may have additional age requirements. Group volunteer opportunities can be tailored for those under 16 years old.*

Volunteer Information

Have you volunteered at Kalmia Gardens before? Yes No

If yes, when: _____ Who was your supervisor? _____

Please list your skills, qualifications, relevant experience, education, etc. Please include additional information on a supplemental sheet.

How did you learn about volunteering with Kalmia Gardens?

- Social Media Coker University Word of Mouth
 Website Newsletter Other: _____



Please select the areas you would like to volunteer or learn more about:

- Garden and Horticulture (weeding, planting, pruning, watering etc.)
- Trades (assisting with building and repair, painting, etc.) ***Must be 18 years old**
- Education (assisting with tours for all ages, assisting with summer camp, etc.)
- Special Events Support (assisting with event set up/breakdown, assisting vendors, etc.)
- Greenhouse (Up potting, trimming, weeding, assisting with plant sale, etc.)
 Note: This role is through the Darlington County Master Gardeners, and not directly through Kalmia Gardens. Your interest will be relayed to them

Note: Some volunteer positions may require a criminal background screen.

Is volunteering required due to a court order? Yes No

Volunteer days and times are typically Mondays through Fridays between 8:30 a.m. and noon. However, other opportunities may exist for volunteering outside of these times, including during special events, or on weekends in the spring in the greenhouse.

Please indicate below your preferred days and times to volunteer:

Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM

References

Please provide two references, either personal or professional, that we may contact for additional information.

Name	Phone	Email	Relation to Volunteer

Volunteer Applicant Signature: _____ Date: _____

If volunteer is under 18 years old:

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Phone: _____ Parent/Guardian Email: _____

Thank you for completing the Kalmia Gardens' volunteer application! Please return this application to Lucy Contreras at LContreras@coker.edu.



What Comes Next

Now that you have submitted your application, it will be reviewed by Kalmia Gardens' staff.

A member of Kalmia Gardens' staff will reach out to you to discuss your application and what roles best fit your skills and interest, as well as Kalmia's needs. If the role you are interested in requires a criminal background screen, you will need to complete the required paperwork to consent to the screen. Upon receipt of a successful criminal background screen, you will continue the process of volunteering with Kalmia Gardens.

Following the conversation with a member of Kalmia Gardens' staff (and the returned criminal background screen if required) you will complete and return a Volunteer Liability Release Form.

Next, you will be scheduled for an upcoming orientation, where you will learn about the history of Kalmia Gardens, volunteer roles, expectations, and more.

Once you have completed orientation, you will be matched with a volunteer mentor, who will meet with you to further orient you with Kalmia Gardens and its volunteer program.

Upon completion of your mentorship session, you will begin working in your volunteer role.