



Volunteer Tyler Application

New Youth Volunteer Package

Dear Applicant,

Thank you for your interest in becoming a volunteer for the City of Tyler. We welcome your efforts to actively participate in your municipal government by lending your time and talents as a volunteer for the city.

Please take a moment to review the process to become a volunteer:

- Complete the attached application.
- Have a parent or legal guardian complete the Minor's Release form.
- Attend a volunteer orientation to learn more about Volunteer Tyler and so we can get to know you better.
- The Volunteer Coordinator will then place you in a position of your interest within a City Department or for a special event.

Please return all documents to the Volunteer Coordinator in the Human Resources Department at City Hall. We look forward to working with you!

Thank you,

Volunteer Tyler
212 N. Bonner
Tyler, TX 75702
Phone: (903) 531-1100
Fax: (903) 531-1248
volunteert Tyler@tylertexas.com
www.volunteert Tyler.com





City of Tyler: Youth Volunteer Application

**212 North Bonner Avenue, Tyler, TX 75702
(903) 531-1100**

Thank you for your interest in volunteering with the City of Tyler. Please complete the application below.

Name:	Application Date:
Address:	
City :	Zip:
Home Phone: ()	Cell Phone: ()
Email:	
Date of Birth:	Age:
School:	Grade:

Emergency Contact:	Relationship:
Phone: ()	Cell: ()

Please List two (2) references other than Family Members:	
Name:	Phone: ()
Position:	Company/ Organization:
Name:	Phone: ()
Position:	Company/ Organization:

Letter of Understanding and Hold Harmless Agreement

I understand that I am not an employee of the City of Tyler. I am not entitled to payment for services rendered, nor am I entitled to compensation or fringe benefits other than set out below. I further acknowledge that I am a volunteer for purposes of the Fair Labor Standards Act. I wish to volunteer my services to the City of Tyler and observe employees of the City of Tyler perform their duties. I understand that my status as a volunteer may be revoked at any time. In consideration of the above granted authority to observe and other good and valuable consideration, I, my assigned heirs, executors, or agents hereby agree to hold the City of Tyler harmless in the event of accident or injury involving my volunteer service. I agree to indemnify the City of Tyler and its agents and employees from any and all claims, damages, losses, and expenses arising out of the above described observations, volunteer work, and related activities, which is for bodily injury, illness or death, or property loss of use.

Applicant's Signature

Date



Volunteer Preferences

Please check all boxes below which you are interested in:

<input type="checkbox"/> Administrative/Clerical Filing, Data Entry, Receptionist	<input type="checkbox"/> Legal Services ex. Legal, Municipal Courts	<input type="checkbox"/> Outreach Services ex. Retirement Community, Neighborhood Services
<input type="checkbox"/> Parks & Recreations ex. Rose Garden, Rec Centers <input type="checkbox"/> Special Events ex. Holiday in the Park, Daddy Daughter Dance	<input type="checkbox"/> Police Department ex. Data Management, Vehicle Services, Parking Enforcement <input type="checkbox"/> Special Events ex. Bicycle Rodeo	<input type="checkbox"/> Tyler Public Library ex. shelf reading, book buddies <input type="checkbox"/> Special Events ex. Book Sale
<input type="checkbox"/> Main Street <input type="checkbox"/> Special Events ex. Art Gallery opening	<input type="checkbox"/> Labor & Maintenance ex. painting	<input type="checkbox"/> Other
Availability Days: Times:	Past volunteer or work experience	Why are you interested in volunteering for the City of Tyler?

The City of Tyler reserves the right to decline any applicant for a volunteer position with the City of Tyler who has:

- Been convicted of a felony.
- Committed an unlawful sexual act.
- Committed any other violation of the law.
- Any other conduct or pattern of conduct that would tend to disrupt, diminish or otherwise jeopardize public trust in the offices of the City of Tyler.

Note: The City will review all applications fairly and honestly and any commission of the listed behavior does not mean the applicant will be automatically disqualified. However, we will conduct a criminal background check in conjunction with your volunteer application; the consent form for the background check is attached. Once you are approved to volunteer with the City, you will be required to attend a brief orientation session before you can begin volunteering.

The City of Tyler shall not discriminate against any applicant for because of age, sex, marital status, national origin, religion, race or handicap or other protected groups under federal, state, or local law. The City of Tyler supports a policy of a drug and alcohol free workplace.

I have read and understand the above.

Applicant's Signature

Date

Volunteer Services Coordinator

Date

**CITY OF TYLER
MINOR'S RELEASE**

THE STATE OF TEXAS

COUNTY OF SMITH

I/We, _____, is/are the
father/mother/legal guardian(s) of _____, who is now _____
years of age, and who has applied to volunteer with the City of Tyler. So that such minor may be so
utilized in the capacity of unpaid volunteer, I/we release and discharge the City of Tyler from any and
all liability, and I/we do hereby release and discharge said City from any and all claims for damages
which might arise or come into existence by reason of said City's utilization of said minor as an unpaid
volunteer.

***In the event one parent is not available for signature, please provide explanation below.**

Date: _____
_____ Father

AND

Date: _____
_____ Mother

OR

Date: _____
_____ Legal Guardian(s)

APPROVED:

Date: _____
_____ Mark McDaniel, City Manager

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