



## Group Volunteer Application

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### APPLICATION PROCESS & INSTRUCTIONS

Organizations and groups of all kinds can volunteer for Washington State Parks. Group volunteer opportunities vary based on the needs of individual parks but may include projects such as debris/litter cleanup, trail maintenance, general maintenance, habitat restoration, and more.

Groups can volunteer on a one-time or recurring basis. Group volunteers must commit to an agreed work schedule or planned date with a park in advance. Groups that commit to providing service at least twice in one year or once a year for two successive years at the same park may be eligible to become an official Adopt-A-Park group (contact the Volunteer Program for more information).

#### Getting Started

Organizations/groups that are interested in volunteering for Washington State Parks must designate one person to serve as the group's representative and leader. The designated group leader must be over 18 and will be responsible for the group members that are participating as well as overseeing the volunteer project to include:

- Ensure parental/guardian consent is obtained for all volunteers under the age of 18
- Provide adequate supervision (particularly for youth)
- Maintain emergency contact information for each participant

Before applying, the group leader should contact the Park Manager or Volunteer Coordinator at the desired park directly. This way the park can confirm if they are currently accepting volunteers and if they have any suitable projects for the group's size, preferred dates and any special accommodations that may be needed.

For groups requesting volunteer opportunities on a specific date – it is recommended that you give the parks a minimum of two months' notice when submitting your volunteer requests. Parks will do their best to fulfill requests, but this may not always be possible due to the season, demand and/or staff capacity.

#### Application Process

The group leader should fill out the attached application and sign the Group Volunteer Service Agreement on behalf of the entire group. Members of the group do not need to complete applications individually.

Completed applications can be submitted in one of the following ways:

- Submit completed application directly to desired park
- E-mail: [volunteers@parks.wa.gov](mailto:volunteers@parks.wa.gov)
- Mail: WA State Parks Volunteer Program  
PO Box 42650  
Olympia, WA 98504-2650

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## Group Volunteer Application

ORGANIZATION/GROUP INFORMATION		
Organization/Group Name		Organization/Group Address (if applicable)
Select organization/group type: <input type="checkbox"/> Business/Corporation <input type="checkbox"/> Youth Group/Scouts <input type="checkbox"/> Community <input type="checkbox"/> School/College <input type="checkbox"/> Environmental <input type="checkbox"/> Faith-Based <input type="checkbox"/> Military/Veteran <input type="checkbox"/> Recreational <input type="checkbox"/> Other:		
GROUP LEADER INFORMATION		
Name (Last, First, Middle)		Date of Birth
Home Address		
City	State	Zip Code
Phone Number <input type="checkbox"/> Landline <input type="checkbox"/> Mobile		Email
VOLUNTEER/PARTICIPANT INFORMATION		
Anticipated number of participants?	What is the age range of the participants? Please select all that apply: <input type="checkbox"/> Under 14 <input type="checkbox"/> 14-17 <input type="checkbox"/> 18 and up	
Has your group previously volunteered with Washington State Parks? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when and where?		
What type of volunteer opportunities is your group interested in? ( <i>Volunteer opportunities will vary based on the needs of individual parks</i> ) <input type="checkbox"/> Debris/litter cleanup <input type="checkbox"/> Invasive weed removal <input type="checkbox"/> Adopt-A-Park ( <i>Commit to 2 service projects a year</i> ) <input type="checkbox"/> Trail maintenance <input type="checkbox"/> Habitat restoration <input type="checkbox"/> Other: <input type="checkbox"/> General maintenance <input type="checkbox"/> Gardening/landscaping		
Does your group require any special accommodations that should be considered in scheduling or assigning tasks? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:		
Permission is granted to photograph the group performing volunteer duties and to use the image(s): <input type="checkbox"/> Yes <input type="checkbox"/> No		
AVAILABILITY & PARK PREFERENCE		
How often is your group interested in volunteering? <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> Unsure		What is your preferred date(s) or timeframe to volunteer?
Which park(s) are you applying for?		Have you already been in contact with park staff? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, who?
EMERGENCY CONTACT INFORMATION		
In the event of an emergency, who should be notified?		
Name	Phone Number <input type="checkbox"/> Landline <input type="checkbox"/> Mobile	Relationship

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## GROUP VOLUNTEER SERVICE AGREEMENT - TERMS AND CONDITIONS

**Workers' Compensation Insurance:** Volunteers are covered under Washington workers' compensation, subject to the provisions of RCW 51.12.035. Volunteer coverage is limited to the payment of necessary medical treatment for an injury or occupational disease occurring as a result of your duties as a volunteer. RCW 51.12.035 does not provide for disability benefits such as time loss compensation or compensation for partial or permanent disability.

**Timesheets:** To be eligible for the volunteer workers' compensation coverage described above, volunteers are required to complete and submit a Group Volunteer Timesheet (Form A-170) at the end of their volunteer service, or at the end of every month, whichever comes first. This form must include the full name and total hours served for each group member in attendance. Timesheets are to be submitted to park staff.

**Fee Waiver:** To receive a waiver of campsite or moorage fee, volunteers must perform at least four hours of service per day or at least 28 hours of service per week, spread over at least five days. If more than four hours, but less than 28 hours of volunteer service are provided per week, a prorated waiver of fees may be offered by the park manager. Volunteer time accumulated may not be carried forward for credit in subsequent weeks. The waiver of standard fees shall apply only at the park where volunteer services were performed and must be preapproved by the Park Manager. Volunteer work in lieu of campsite/moorage fees may not be available in all parks.

**Assumption of Risk:** The organization/group fully understands and appreciates the dangers, hazards, and risks inherent in participating in outdoor activities, which could result in serious physical injury up to death, property damage and other loss. We understand that participating in such activity may subject volunteers to dangerous conditions, including but not limited to, sun exposure and hot weather conditions, inclement weather, rain, and that volunteers may sustain injuries, including but not limited to, heat stroke, sunburn, minor cuts, dehydration, and hypothermia. We further understand there are foreseeable and unforeseeable risks inherent in participating in this activity, including but not limited to the conduct of other participants and third parties, and natural conditions such as the terrain and wildlife. We voluntarily assume any risks and hazards associated with this activity.

**Conduct:** The organization/group agrees to follow all park rules and regulations, and standards of conduct imposed by Washington State Parks and Recreation Commission (State Parks), as well as the instructions and directions of State Parks employees and agents at all times, including but not limited to any instructions or directions regarding safety procedures and use of personal protective equipment (e.g., gloves and face coverings). We understand and agree that State Parks employees and agents may at any time terminate participation in the activity should any group member engage in conduct that violates standards of conduct, disrupts the activity, or harms or injures the welfare of other participants and third parties. We further agree to immediately report all unsafe acts, dangerous conditions, and injuries to the State Parks employees and agents in charge.

**Minors:** The organization/group represents that if minors (under age 18) are participating, we assume all responsibility for obtaining formal parental/guardian consent for their attendance and participation. We further acknowledge that the group is responsible for providing adequate adult supervision for all minor volunteers during volunteer service.

**Accident Reporting:** Any injury or illness incurred, or exposure to a potential liability situation while in the performance of volunteer duties shall be reported to park staff to complete the necessary paperwork.

**Vehicles:** If any member of the organization/group operates a personal vehicle during a volunteer activity, the driver must have a valid driver's license and the vehicle must be insured according to Washington State law. We understand that group members are personally liable for any damages or bodily injuries to themselves or others that arise from operation of personal vehicles.

**Equipment:** State Parks provides equipment necessary to complete volunteer duties. If the organization/group uses equipment owned by State Parks, we accept full responsibility for risk, loss, theft, or damage of the equipment and agree to return it in the same condition it was provided. We further understand that State Parks is not liable for any injuries, damage, or third party damage including property and injuries resulting from use of personal equipment.

**Waiver and Release:** The organization/group agrees to RELEASE, INDEMNIFY, DEFEND, AND HOLD HARMLESS State Parks and its employees and agents from any and all claims its members or participants, or any other person might bring as a result of physical injury, including death, and/or property damage sustained from or relating to our participation in this event/activity, INCLUDING CLAIMS BASED ON NEGLIGENCE. We further agree to INDEMNIFY AND DEFEND State Parks and its employees and agents for any and all claims, including subrogation and/or derivative claims, brought by any third party or insurer, for injury or damage that we may cause related to participation in this activity. We have carefully read the foregoing Liability Release and warnings, understand their contents, and are aware that we are releasing certain rights that we may otherwise have. We agree this is a RELEASE OF LIABILITY AND AGREEMENT NOT TO SUE. We freely and voluntarily enter into this agreement.

**Termination:** This agreement remains in effect during the organization/group's volunteer service. Either party may cancel this agreement at any time following notice of the other party.

## GROUP LEADER ACKNOWLEDGEMENT & SIGNATURE

As the organization/group representative and leader, I certify that the information I have provided is true and correct. I have read the Group Service Agreement, including all Terms and Conditions of group volunteer service above, and fully understand its contents. By signing below, I acknowledge and accept the conditions of this agreement.

Group Leader Signature

Date