



ESSEX COUNTY TURTLE BACK ZOO
2019 DOCENT APPLICATION



Name: Birthdate: Age:
Address:
City: ST: Zip:
Home phone: Cell phone:
Email: T-shirt size:

Occupation (current or former, please circle):
Employer:
Address:
City: ST: ZIP:
Phone:

Educational Background (Indicate highest level completed and area of major study):

- Elementary High School College Graduate School
Other: Area of Study:
I am in school now Name of school:

What day(s) would you be interested in volunteering at the Zoo?

- Weekend List days:
Weekday List days:

How did you hear about the Docent Training Program?

Blank lines for answer

Do you have any limitations or allergies that might prevent you from walking around the Zoo or participating in any docent activities? Please explain.

Blank lines for answer

Have you ever done volunteer work with Turtle Back Zoo or any other organization? Please explain. Include your length of service and level of involvement.

Blank lines for answer

Do you have any special training, skills, interests or hobbies? If so please indicate them below:

Do you speak any foreign language(s)? (Please specify) _____

When was the last time you visited Turtle Back Zoo and what were your impressions?

Do you understand that although you will be working in an animal-oriented atmosphere MOST of your work will be dealing with people - many of them children? Yes No

It may be necessary to work in inclement weather. Would this cause a problem for you?

Yes No

It may be necessary to correct inappropriate behavior by the public. Would this cause a problem for you?

Yes No

Being a docent requires you to:

- be at least 18 years old
- **complete an interview held on Saturday, January 19, 2019**
- **complete a 7-day training course held on Sundays, Feb. 10, 17, 24, March 3, 10, 17 and 24 from 12:00 noon to 5:00pm (snow date Sunday, March 31)**
- pay a one-time fee of \$30 to cover training materials*
- commit to volunteer a designated number of hours/events. Hours are gained from attending a set day (i.e.; 1st and 3rd or 2nd and 4th Saturdays) each month throughout the year. Docents are also expected to staff special events, such as Safe Howl-o-ween, as they occur throughout the year.
- wear the docent uniform when working with the public (blue docent shirt & khaki pants or blue jeans and appropriate footwear)
- be a good representative and guide/educator to the visiting public

Do you foresee any problems fulfilling any of these mandatory requirements? Please explain.

*Please note that there is a one-time training course fee to offset cost of materials (\$30.00). If you send a check, please make it out to Essex County Parks Foundation and on the memo line put Docent Class.

- Please print and return, with payment, by January 12, to: Volunteer Coordinator, Turtle Back Zoo, 560 Northfield Ave., West Orange, NJ 07052.
- When your application is received you will be contacted to set up an interview.

*****THIS FEE IS NONREFUNDABLE*****

Any questions: please email tbzdocents@yahoo.com.

The following page must be filled out in order to process your application. All information is strictly confidential.



OFFICE OF INSPECTOR GENERAL

Hall of Records, Room 519, Newark, NJ 07102
973.621.7547 --- 973.621.2547 (Fax)
www.essexcountynj.org

Joseph N. DiVincenzo, Jr.
Essex County Executive

James R. Paganelli
County Counsel

Dominic J. Scaglione
Inspector General

MEMORANDUM

TO: Sheriff Armando Fontoura, Essex County Sheriff's Office

FROM: Inspector General Dominic Scaglione

DATE: _____

SUBJECT: Request for Superior Court, Automated Court System and Automated Traffic System Warrant Checks, Essex County Sheriff's Office Summary Inquiry Printout and New Jersey Motor Vehicle Driver Information

Position applied for: _____

Please conduct the above mentioned inquiries for the employment applicant listed below.

TYPE OR PRINT ALL INFORMATION

Driver's License #: _____ State: _____

Name: _____
(Last) (First) (Middle)

Maiden Name: _____

Address: _____
(Street #) (City) (State) (Zip Code)

Date of Birth: _____ Sex: _____ Race: _____ Social Security #: _____

For the purpose of this employment, I hereby authorize the Essex County's Sheriff's Office to release the above mentioned information to the Essex County Office of Human Resources and Essex County Office of Inspector General.

(Applicant)

(Date)