

CONTACT INFORMATION PLEASE PRINT CLEARLY

First and Last Name	Email Address	
Address	City	Postal Code
Check One: <input type="checkbox"/> Adult (18 years of age and over) <input type="checkbox"/> Youth (Under 18 years of age)	Home Phone	Cell Phone
My familiarity of the Ganaraska Forest trails is: <input type="checkbox"/> very familiar somewhat familiar not at all familiar		

AVAILABILITY

During which times are you available to volunteer?
 Please also indicate the approximate number of hours per month you plan to volunteer

Weekday Mornings (dawn to 12:00 pm)	Weekend Mornings (dawn to 12:00 pm)
Weekday Afternoons (12:00 pm to dusk)	Weekend Afternoons (12:00 pm to dusk)

PREVIOUS VOLUNTEER EXPERIENCE

Please summarize your previous volunteer experience directly related to the tasks of this opportunity.

Objective:

To engage volunteers in efforts to pick up litter within and along the Ganaraska Forest recreational trail system and parking lots. Persons under the age of 18 must have a guardian present to participate. The guardian must also be a volunteer. All volunteers must wear applicable personal protective equipment (listed below). Following mandatory training volunteers will work unsupervised to participate in Keep the Ganaraska Forest Clean.

Responsibilities:

1. Pick up litter and put the waste in garbage or recycling bags
2. Identify the location and contents of any sharps, biohazards, or large items. Do not touch or remove.
3. Place sealed bags by a Trailhead sign in a Ganaraska Forest Parking Lot.
4. Take a picture with you and the garbage and send along with location information to volunteer@grca.on.ca. Staff will pick up the garbage and dispose of it appropriately.
5. Send any pictures, and location information about sharps, biohazard, and large items to volunteer@grca.on.ca

Please Note: Volunteers must have a valid Ganaraska Forest membership. Doing so means volunteers can traverse the Ganaraska Forest defined by the membership type.

Abilities:

1. Traverse trails on foot or by a recreational device according to membership permissions.
2. Bend and lift.
3. Able to lift and move trash/recycle bags based on an individual's ability.
4. Must be able to work safely in accordance with the GRCA Health and Safety requirements.
5. Ability to access grca.on.ca and have a device capable of taking pictures.
6. Access to email.

EQUIPMENT & MATERIALS REQUIRED

1. **Personal Protective Equipment (PPE)**
 - a. Volunteer must provide valid PPE and wear at all times:
 - i. Visible bright clothing
 - ii. Long pants
 - iii. Closed toe footwear
 - b. Volunteer must wear weather appropriate clothing
2. **Equipment**
 - a. Volunteer must supply:
 - i. A cellular device to:
 1. Take pictures
 2. Access the Ganaraska Forest Trail Map via Field Maps (does not require mobile data once downloaded)
 3. Communicate with others including 911.
 4. Use What 3 Words application to support emergency services
 5. Email required information to volunteer@grca.on.ca (can be done on a home computer).
3. Volunteers should have water and food available and first aid kit, before heading out on trails

TASK HAZARDS

- Possible hazards to be aware of while performing this volunteer activity, including, but not limited to:
- Unseen trip hazards and uneven ground conditions given potential trail conditions
 - Weather conditions and trail conditions caused by various types of weather from May 1 to November 30
 - Eye pokes, struck by (other trail users)
 - Physical exertion
 - Communication: insufficient cellular service, drained cellular battery
 - Poison ivy and ticks

PERSON TO NOTIFY IN CASE OF EMERGENCY

Name:	Relationship:
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RELEASE, WAIVER, ASSUMPTION OF RISKS AGREEMENT AND SIGNATURE (Please note your understanding & agreement by initialling all boxes)

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may disqualify me from further consideration as a volunteer.

I UNDERSTAND, as a volunteer for Ganaraska Region Conservation Authority (GRCA), it is the responsibility of me to:

- 1. **ENSURE I UNDERSTAND** that I am participating in the KGFC Volunteer Opportunity as a volunteer and not as an employee of or providing employment services to the GRCA. If I am currently a GRCA employee, I understand and agree that I am participating in the KGFC freely as a volunteer, on my personal time, and not as a condition or extension of my employment.
- 2. **ENSURE I UNDERSTAND** that as a volunteer, I will not, either now or in the future, receive any financial remuneration, salary, wage, payment, or any employee benefit whatsoever, or be covered by Workplace Safety and Insurance benefits through the GRCA. If I am being covered by another organization for insurance liability and/or WSIB coverage, **ENSURE I FORWARD** proof of coverage to GRCA, prior to beginning any event or activity.
- 3. **ENSURE I UNDERSTAND** that once I am an approved volunteer for GRCA and while I am undertaking my volunteer work, I will be covered under GRCA's group accident insurance policy, subject to all the exclusions, limitations, and provisions of the policy. Such coverage will only apply while you are performing the expressly directed duties as outlined by the GRCA. GRCA is not responsible for damage to, or loss of personal property incurred while participating in the volunteer event.
- 4. **ENSURE I UNDERSTAND AND AGREE** to waive, release, and indemnify, and keep indemnified, the GRCA and its employees, agents and assigns for any and all claims for personal injury or death and/or property damage that may arise from or be in any way connected to my participation as a volunteer for the GRCA. I understand that this release applies to both present and future injuries and that it binds my heirs, executors, and administrators.
- 5. **ENSURE I UNDERSTAND** and follow all task-specific rules and guidelines, as outlined in a safety and task training session given prior to any work beginning. Abide by all risk assessments, health and safety regulations, and ask for clarification on any duties, responsibilities, or safety requirements that are not clear to me. **ALSO, ENSURE I UNDERSTAND** that I have the right to refuse any unsafe work that may be asked of me.
- 6. **ENSURE I UNDERSTAND AND ACKNOWLEDGE** that I am aware that there are risks associated with the volunteer work described above that I will be required to perform. I understand that these risks are mentioned above and will also be explained to me by the GRCA, and that they also include, but are not limited to:
 - 1. The risks associated with travel to and from locations where my duties will be performed including transport on foot or by private motor vehicle, truck, ATV, or other alternate transportation.
 - 2. Theft, vandalism or loss or damage to my personal property.
 - 3. Any manner of physical or mental injury (including death) that could result from carrying out my volunteer work.
 I freely accept and fully assume all such risks, dangers and hazards and the possibility of personal injury, death, permanent disability, property damage or loss resulting thereof.
- 7. **ENSURE I SUPPLY** GRCA with any copies of proof of qualified training or certification, if required to use specialized equipment while performing your volunteer duties prior to any work beginning.
- 8. **ENSURE I HAVE AND USE** valid personal protective equipment and any other equipment that is outlined as being required in the volunteer opportunity prior to any training session or work beginning.
- 9. **ENSURE** that all data collected, and material prepared by me while participating in the KGFC, including copyright therein, shall become the sole property of the GRCA and be returned to the GRCA. I waive any moral rights I may have with respect to all data collected and material prepared pursuant to this Agreement in favour of the GRCA and any of its assignees and licensees.
- 10. **ENSURE I UNDERSTAND** that the GRCA is committed to protecting the privacy of personal information in its possession and that this information will be kept strictly for the use of the GRCA. I agree to respect the confidentiality of all information I may have access to at the GRCA.
- 11. **ENSURE I ALSO CONSENT** to photographs, electronic and/or video images to recognize my participation in and promote the GRCA in any broadcast, telecast and/or written account of any related event at which I am a volunteer. **IF YOU DO NOT CONSENT** to photographs, electronic and/or video images it is your responsibility to please identify such to GRCA.
- 12. **ENSURE** I always treat everyone with respect and dignity while performing my volunteer work.
- 13. **ENSURE** that I am at least eighteen years of age, fully competent to sign this Agreement, or I am sixteen or seventeen years of age and will be volunteering with a parent or legal guardian, and they will sign this Agreement.

ACKNOWLEDGEMENT- PLEASE READ CAREFULLY!

By submitting and signing this **VOLUNTEER APPLICATION FORM** to the **GRCA**, I **ACKNOWLEDGE** that I have carefully read, fully understand, and agree to abide by the terms outlined above. Initial:

 Name (Print) Signature Date

Parent/Legal Guardian Acknowledgement & Consent (if under 18 years old):

I, _____, am the parent/legal guardian of _____. I have carefully read, fully understand, and agree to the above terms outlined in this document, and I give my permission for him/her to participate with the GRCA.

 Signature of Parent/Legal Guardian Date

Application forms can be emailed to volunteer@grca.on.ca or faxed to 905-885-9824 (Attention: Conservation Lands Coordinator).
 For additional information contact 905-885-8173.

OFFICE USE ONLY	
Application Received Date:	Volunteer Approved Date:
Training Session Completed Date:	Workplace Policy Sent:

Ganaraska Region Conservation Authority (GRCA) respects the rights of individuals to the privacy of their personal information and is subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The personal information collected herein will not be made public and will not be shared with third parties. Personal information will be used for administrative purposes, in the event of an emergency, to contact participants as part of a post-event evaluation and/or to inform participants of new programs or events. All information is kept strictly confidential and will only be used or disclosed in accordance with MFIPPA rules and regulations.