**Position Title:**

- Crafty Cultivator

Mission & Purpose:

- The mission of Paul J. Ciener Botanical Garden (PJCBG) is *"A place of unique beauty seeking to inspire, enlighten and connect people of all ages to the world of plants, gardening and horticulture."*
- The Crafty Cultivator is an integral member of the team at PJCBG, creating the holiday blooms and other seasonal displays that will be admired by thousands of visitors each year. They work closely with PJCBG staff to represent the Garden and establish a welcoming and educational experience for a diverse audience.

Responsibilities / Specific Duties:

- Create holiday blooms from recycled bottles. Examples of flowers include tulips, magnolias, daffodils, dogwood, lotus, and lilies.
- Clean bottles, cut to shape, paint, and affix to strands of lights.
- Track type and number of flowers created.
- Create seasonal holiday displays for the pavilion and welcome center front door.
- Maintain an orderly workspace.

Qualifications:

- Willingness to learn and work as a team
- Professionalism and ability to follow directions
- Personable manner and excellent communication skills
- Interest in gardening and sustainability preferred
- Have a specific garden hobby or special craft you would like to share? Let us know!
- 18+ (special consideration may be given to students 16+ requiring community service hours)

Time Commitment:

- Minimum of one 3-hour shift in a 12-month period.
- Workdays are scheduled weekly on Tuesdays and Thursdays at 9am-12pm or 1pm-4pm. An occasional Saturday morning workday may be scheduled.

Location / Working Conditions:

- Inside Horticulture Building at work tables
- Must be able to sit/stand/climb stairs
- Ability to use scissors and snips, spray paint, and/or soldering iron
- May be exposed to fumes from spray paint and melted plastic

Training & Support:

- Orientation
- Shadow / hands-on training with staff member or other volunteers

Benefits:

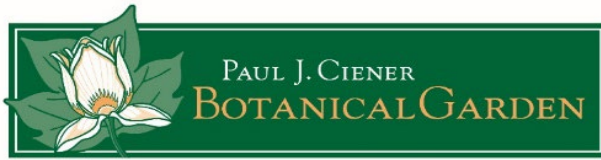
- Expand gardening knowledge and learn new concepts and ideas from passionate people who love to share their experience and expertise.
- Be a part of a community, local to Kernersville and the triad, which is passionate about gardening.
- Meet people of all ages and backgrounds who visit the Garden.
- Volunteer appreciation events.

Supervisor & Contact Info:

- Adrienne Roethling, Garden Curator – aroethling@toknc.com

Application / Screening Procedures:

- Complete and submit volunteer application
- Initial phone call/meeting with staff member to learn more about position and PJCBG volunteer program
- Background and reference checks may be required



Paul J. Ciener Botanical Garden General Volunteer Application

Physical: 215 S Main Street
Kernersville, NC 27284

Mailing: Attn: PJCBG, PO Box 728
Kernersville, NC 27285

Phone (336) 996-7888 • gardeninfo@toknc.com

Thank you for your interest in volunteering with Paul J. Ciener Botanical Garden, a division of Kernersville Parks & Recreation. We rely on volunteer assistance and sincerely appreciate your time and talents.

Your service is very much valued and will have a positive impact on this community. Volunteers make it possible for us to provide a higher level of service and promote the well-being and quality of life for all citizens.

Please select your volunteer focus below and submit the completed application via email or regular mail. More information about other volunteer opportunities can be found at <https://www.cienerbotanicalgarden.org/volunteer>

- | | |
|--|-------------------------------------|
| <input type="checkbox"/> Gardener | <input type="checkbox"/> Ambassador |
| <input type="checkbox"/> Crafty Cultivator | <input type="checkbox"/> Docent |

AGREEMENT

I verify all the information on the attached application is correct.

Participant Name: _____

Participant Signature: _____ Date: _____

EMERGENCY NOTIFICATION INFORMATION

Name: _____
First *MI* *Last*

Relationship: _____ Phone: _____

PERSONAL INFORMATION

Name: _____
First MI Last
Preferred Name

Address: _____
Street City State Zip

Phone: _____ - _____
Daytime Mobile Are you over the age of 18?
 Yes No

E-mail Address: _____

Education: (Highest level Completed) _____ Occupation: _____

Previous Volunteer Experience: _____

Hobbies, Interest, Skills: _____

Why do you want to volunteer at Paul J. Ciener Botanical Garden?

Are you bilingual?: Yes No If yes, what languages: _____

Are you a member of PJCBG? Yes No T-Shirt Size S M L XL XXL

Have you ever worked for the Town of Kernersville? Yes No If yes, where and when did you work here?

Do you have any relatives who work for the Town of Kernersville? Yes No If yes, what is their name?

In the past 5 years, have you been convicted of a misdemeanor? Yes No

If yes, give details _____

Have you ever been convicted of a felony? Yes No

If yes, give details _____

Indicated any pending charges against you by checking: None Misdemeanor Felony

A criminal record may disqualify someone from volunteering if the record is relevant to the volunteer work to be performed

PERSONAL REFERENCES

Name: _____ Phone: _____

Relation: _____ Years Known: _____

Name: _____ Phone: _____

Relation: _____ Years Known: _____

VOLUNTEER WAIVER & RELEASE

I understand that I will be providing my services without compensation and will not be considered an employee of the Town of Kernersville and am not entitled to any benefits of any kind, including, but not limited to, unemployment, workers' compensation or retirement benefits.

I also understand I am solely responsible for my health and safety. I accept and assume these risks and agree to release, discharge and hold harmless the Town of Kernersville, its officers, employees, and agents from any and all actions, due to dangerous or defective property or equipment, known or unknown, now existing or which may arise in the future, on account of or in any way related to or arising out of my participation in this volunteer service.

I understand that signing this Volunteer Waiver and Release is a condition of my participation in this volunteer service. I have carefully read this Waiver and Release and fully understand its contents. If I am under eighteen (18) years of age, my parent or legal guardian has completely reviewed this Waiver and Release, understands and consents to its terms, and authorizes my participation by his/her signature below.

In addition, I give, without expectation of compensation, my permission for the use of my name (and any of my minor children's names) together with photographs, digital images or recordings of me and/or my children in materials and publications that may be produced and/or distributed by the Town of Kernersville. The same may be used in any manner or in any media without any notification, inspection or compensation to me. I release the Town of Kernersville and those acting pursuant to its authority from liability for any violation of any personal or proprietary right which I may have in connection therewith.

Participant Name: _____
PRINT

Participant Signature: _____ Date: _____

Parent/Guardian Name if under 18 years of age: _____
PRINT

Signature of Parent/ Guardian: _____ Date: _____

VOLUNTEER AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

This release and authorization acknowledges that the Town of Kernersville may now, or at any time while I am volunteering, contact personal references, conduct a verification of my education and licenses/certification, employment/work history, motor vehicle records, and receive any criminal history record information pertaining to me which may be in the files of any Federal, State or Local criminal justice agency, and to verify any other information deemed necessary to fulfill the volunteer assignment. The results of this verification process will be used to make decisions pursuant to the Town of Kernersville's volunteer agreement.

I authorize the Town of Kernersville and any of its associates, to disclose orally and in writing the results of this verification process to the designated authorized representative of the Town of Kernersville.

I have read and understand this release and consent, and I authorize the background verification. I authorize all persons, schools, current and former employers and other organizations and Agencies to provide the Town of Kernersville, or its associates with all information that may be requested. I hereby release all of the persons and Agencies providing such information from any and all claims and damages connected with their release of any requested information. I agree that any copy of this document is as valid as the original.

I do hereby agree to release and discharge the Town of Kernersville, or its associates to the full extent permitted by the law from any claims, damages, losses, liabilities, costs, and expenses or any other charge or complaint filed with any Agency arising from the retrieving and reporting of information.

Participant Name: _____
PRINT

Participant Signature: _____ Date: _____

Parent/Guardian Name if under 18 years of age: _____
PRINT

Signature of Parent/ Guardian: _____ Date: _____