

Volunteer Opportunities

Water's Edge Golf Course

Volunteer's Make A Difference!

The Grosse Ile Community Recreation Department is always looking for enthusiastic volunteers. Volunteers are an integral part of the operation providing vital assistance in a variety of positions. Our volunteers have fun, make new friends, work outdoors in a beautiful setting and enjoy learning new skills.

Volunteer Commitment

During the spring and summer (April through August), community recreation volunteers are asked to commit to one day per week for 6 hours. Please note that volunteer rangers will be required to perform light maintenance tasks. The job description for Rangers is included in this packet.

Volunteer Benefits

A volunteer who commits to five months of service is eligible to receive unlimited golf privileges for the season. Golf privileges will be issued in the form of renewable 20 Round Pass Cards. Range tokens are not included in volunteer golf privileges.

Positions Available

Assist with driving range, golf course, pro shop, cart fleet, maintenance and gardens.

Volunteer Qualifications

While previous experience is helpful, it is not necessarily required for all positions. A desire to support the Grosse Ile Community Recreation Department mission is a must. Unless stated otherwise, volunteers must be at least 16 years of age. Volunteers are selected based on available positions, requirements of each position and successful completion of training.

Volunteer Training Requirements

New volunteers must attend a Volunteer Orientation Session. Additional training may be required for each volunteer position.

Become a Valued Volunteer

If you are interested in volunteering with the Grosse Ile Community Recreation Department (and we hope you are!), please contact the Recreation Office at (734) 675-2364 or come in person to 25215 West River Road (Water's Edge). Volunteer application is available at the Recreation Office.

Special Note: Positions are limited

Please see descriptions on the other side of this sheet

Water's Edge Golf Course

Water's Edge Golf Course Volunteer Positions

Golf Course General Maintenance Worker (6:30 AM to 12:30 PM)

Ability to operate small-motorized equipment (e.g., string trimmer, push-mower); ability to use hand tools; prefer experience in golf, athletic field or lawn maintenance; ability to participate in maintenance tasks such as mowing, edging, tree pruning, string trimming, raking, picking up trash, marking or dragging fields, etc.; ability to lift 50 pounds; valid Michigan driver's license, with good driving record.

Golf Course Ranger (6:45 AM to 12:45 PM or 2:00 PM to 8:00 PM)

Oversees golf course play. Enforces golf course rules and regulations through constant supervision and monitoring of golf play throughout the course. Maintain the order of play (Starter) off the first tee to ensure that the reservations are on time. Thorough knowledge of golf rules and etiquette necessary. Past experience with public and conflict resolution is necessary. Strong customer service skills.

Pro Shop Attendant (6:45 AM to 12:45 PM or 1:45 PM to 7:45 PM)

The golf shop attendant will be responsible for taking telephone reservations, collecting green fees, checking in customers and merchandise sales. Additional duties include vacuuming the pro shop and cleaning the deck with a broom. Strong customer service skills.

“Creating Community through People, Parks and Program”

Grosse Ile Township/Community Recreation Department

(734) 675-2364 (734) 692-9691 fax

VOLUNTEER APPLICATION

PLEASE PRINT

Mr./Ms. Name: _____ E-mail _____

Address: _____ City: _____ Zip: _____

Home phone _____ Cell phone _____ Email Address _____

Are you a student? _____ yes _____ no If yes are you under 18? _____ yes _____ no

What school do you attend? _____

Days/Times you are available to volunteer:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
A.M.							
P.M.							

Length of time you are available (1 month, 6 months, indefinite) _____

SKILLS: (check all that apply)

How did you learn about the volunteer program?

Entertainment	Tutoring	Cable T.V.	
Bookkeeping	Writing	Community event	
Computer Skills	Reception/Greeter	Newspaper	
Graphics	Clerical	Referral	
Special Events	Filing	Other	
Special Projects	Word Processing		
Disaster Training	Photography		
Languages	Other		

POSITION(S) APPLIED FOR: _____

BRIEFLY DESCRIBE RELEVANT WORK AND/OR VOLUNTEER EXPERIENCE: _____

EDUCATIONAL BACKGROUND: _____

EMERGENCY CONTACT:

NAME _____ PHONE _____ CELL PHONE _____

REFERENCES: (other than relatives)

NAME _____ PHONE _____

NAME _____ PHONE _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES _____ NO _____ TYPE _____ YEAR _____

SIGNATURE _____ DATE _____

FOR OFFICE USE

Interviewed by _____ Volunteer Start Date _____

Notes _____

**Township of Grosse Ile
Community Recreation Department
25215 West River Road
Grosse Ile, MI 48138
(734) 675-2364 (734) 692-9691 fax**

VOLUNTEER SERVICE AGREEMENT

Check one:

_____ **I am eighteen (18) years of age or older.**

_____ **I am under eighteen (18) years of age; my parent or legal guardian has executed this agreement.**

1. I know of no reason, medical or otherwise, which prevents me from performing the tasks for which I have volunteered.
2. Since volunteer service does not include wages, such compensation does not provide wages.
3. I have reviewed the duties of the position listed in my job description. I confirm that I have the skills and ability to perform them. I have no physical or mental disability that would prevent me for performing the duties, or that would place others or me at risk of injury.
4. I assume full responsibility for my safety. I shall hold Grosse Township and the Community Recreation Department harmless for any injury to me; to any damage done to my property; and for any injury or damage resulting from my own negligence.
5. I agree not to pursue legal proceedings against the Township for any reason associated with my volunteer services.
6. I understand that if I use a privately owned vehicle on Township business, that the Township is not liable for damages incurred to the vehicle, others, or me.
7. I will perform my services in compliance with the policies, procedures, and guidelines established. I will honor the decision of the Township to suspend or terminate my service.

Volunteer Signature: _____ **Date:** _____

Print Name: _____

If the volunteer is under eighteen (18) years of age, the parent or legal guardian must execute the Agreement and the attached Minor Volunteer Waiver and Release Form.

Parent/Legal Guardian Signature: _____ **Date:** _____

Print Name: _____

**Grosse Ile Township
Community Recreation Department
25215 West River Road
Grosse Ile, Mi 48138**

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Welcome to the Grosse Ile Township Community Recreation Volunteer Program!

Grosse Ile Township appreciates your interest in volunteering. Our Volunteer Program is one of the best in Wayne County!

In order to uphold our high standard of excellence, we carefully select the volunteers who will be assisting us in the Township. Therefore, we will conduct a background check on each of our volunteers. This background check may include the following information:

- Michigan Criminal History Check
- Non-Michigan Criminal History Check (if residency in the State of Michigan is 5 years or less.)
- Sexual Offender/Predator Check (if you are working with children or the elderly)
- Driver's License Check (if the position you are applying for requires driving a Township vehicle).

I hereby certify that all information provided by me during my interviews is true and correct. I hereby authorize Grosse Ile Township to contact my references and other sources in order to verify the facts I have furnished regarding my character and qualifications. I hereby release any such employer or persons from liability of any nature because of furnishing such information. I further understand that if the position requires a driver's license, I will provide my driver's license number. I understand that any misleading, incorrect, or untruthful statements may render this application void, and, if I am placed in a volunteer position, would be just cause for terminating my volunteer assignment with the Township. I hereby release Grosse Ile Township, its' authorized representatives, from all liability for any damage that may result from the information furnished by me. My signature indicates that I have read and understand the information delineated in this form.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

Please complete the following:

Date of Birth: _____ Social Security #: _____

If you have not been a Michigan resident for the past 5 years, please indicate the city and state of previous residence: _____

GROSSE ILE TOWNSHIP IS A DRUG FREE WORK PLACE