



300 S. CENTER ST.
WESTMINSTER, MD 21157
410-386-2103
www.ccgovernment.carr.org/ccg/recpark

RECREATION & PARKS CARROLL COUNTY

VOLUNTEER REGISTRATION FORM
(Please print all information clearly – instructions on reverse side)

NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PROGRAM(S): _____

VOLUNTEER JOBS: _____

Recreation Council/Facility:

- ARTS COUNCIL
- CHARLES CARROLL REC. COUNCIL
- FREEDOM AREA REC. COUNCIL
- EQUESTRIAN COUNCIL
- NORTH CARROLL REC. COUNCIL
- HASHAWHA/BEAR BRANCH
- WEST CARROLL REC. COUNCIL
- PINEY RUN
- WINFIELD REC. COUNCIL
- SENIORS IN ACTION
- WESTMINSTER AREA REC. COUNCIL
- WOODBINE REC. COUNCIL
- CENTRAL CARROLL REC. COUNCIL

NOTICE REGARDING CRIMINAL BACKGROUND CHECKS

The County Commissioners of Carroll County, through Recreation & Parks may require a comprehensive criminal background check in accordance with the Family Law Article of the Annotated Code of Maryland, Section 5-561 to end.

The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact Jolene G. Sullivan, The Americans with Disabilities Act Coordinator, 410.386.3600, 1.888.302.8978, MD Relay 7-1-1/1.800.735.2258 or email jsullivan@ccg.carr.org as soon as possible but no later than 72 hours before the scheduled event.

VOLUNTEER REGISTRATION FORM

INSTRUCTIONS

1. **WHO NEEDS TO COMPLETE THIS FORM** – All Department of Recreation & Parks volunteers who serve on a regular basis (more than one day) for their recreation council or facility are required to complete this form. Each volunteer should list his or her **name, street address, city, state and zip code**. If more than one family member serves as a volunteer, a separate form must be completed by each volunteer. This includes students who may be completing volunteer service hours for school.
2. **PROGRAM(S)** – Each volunteer must list each program (or programs if more than one) in which they are involved. Example: A volunteer who coaches soccer, basketball and baseball would list all of these programs on one form.
3. **VOLUNTEER JOB(S)** – Each volunteer that performs a specific task or job that is not associated with an individual program or activity should list the name of that job. Example: Receptionist at Nature Center.
4. **RECREATION COUNCIL/FACILITY** - Each volunteer must check each recreation council or facility in which they provide service on a regular basis. If their place of work is not listed, please check OTHER and list work site.
5. **WHAT DO I DO WITH MY COMPLETED FORM** – Completed volunteer registration forms may be returned to the Department of Recreation & Parks' administrative office by any of the following methods:
 - a. Drop off or mail to Recreation & Parks, 300 S. Center St. Westminster, MD 21157
 - b. Return to your program's chairperson/coordinator or your recreation council's Community Coordinator.
 - c. Return to any full time Department staff member who may be in attendance at a recreation council meeting.
6. **IF YOU HAVE ANY QUESTIONS CONCERNING THIS PROCESS AND NEED ADDITIONAL INFORMATION:** For more information, please contact Jeff Degitz in of Recreation & Parks at (410) 386-2103.