



Name (first and last)		Birthday (month and day)	
Mailing Address (street/PO Box, City, State, Zip)			
Primary Phone Number	Secondary Phone Number	Email Address	
Emergency Contact (relationship)		Emergency Contact's Phone Number	

Recent Employment/Volunteer Experience Please list most recent experience first.

Employer's Name	Position and Major Responsibilities
Dates Employed	Reason for Leaving

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Dates Employed	Reason for Leaving

Additional Information

Please list any experience, special skills, licenses or certifications related to volunteer for the Schoolship (Environment, teaching, sailing, CPR, EMT, First Aid, Life Saving, Coast Guard Auxiliary, Power Squadron, etc.)

Have you ever volunteered with ISEA before? Yes ____ No ____ If yes, in what capacity? _____

List two persons not related to you who can judge your qualification for this volunteer position.

Name	Relationship	Telephone Number
Name	Relationship	Telephone Number

I certify that all information provided in the application is true and complete. I understand that falsification or significant omissions of any information may be considered justification for non-acceptance or dismissal if discovered at a later date. Inland Seas Education Association programs and materials are open to all without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, marital status or family status.

Signature	Date
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INLAND SEAS EDUCATION ASSOCIATION VOLUNTEER SKILLS SURVEY

Information obtained on this form is confidential and for ISEA use only
100 Dame St, PO Box 218 Suttons Bay, MI 49682

Name _____ Email _____ Phone _____

Thank you for volunteering with Inland Seas Education Association (ISEA). To help us coordinate ISEA's volunteer needs with your personal interests, we are asking you to complete this survey. Please take a few moments to indicate which skills you are willing and able to share with ISEA.

NO EXPERIENCE REQUIRED, TRAINING PROVIDED. By completing this survey we will be better able to ensure your interests and expectations are met.

ISEA Schoolship Programs

- Curriculum development
- Schoolship instructor on-board *Inland Seas*
- Schoolship instructor on-board *Manitou*
- Science & Equipment Inventory
- ROV Programming

Other ways in which I will help:

Ship Operations

- Crew member (training provided)
- Ship repair and maintenance (*Inland Seas* and *Utopia*)

Other ways in which I will help:

Education Center & Museum, Exhibits and Wetlands

Beyond the Schoolship you can be a part of the planning, development and delivery of Center-based education programs and activities on a year-round basis.

- Aquarium setup/maintenance
- Curriculum development
- Educational exhibit design/maintenance
- Shore side program instructor/guide
- Other ways in which I will help:

Other ways in which I will help:

Boat Shop

- Boat building instructor (training provided)

Other ways in which I will help:

ISEA Office Assistance

You may be surprised at the amount of time and effort that goes into the member, volunteer and school mailings; copying and mailing of student materials; and school pre- and post-program mailings. You can be a part of our congenial office team and help on an as needed basis.

- Administrations and Management
- Clerical Work (answering phones, filing, copying etc.)
- Computers and Technology
- Data entry
- Mailings

Others ways in which I will help:

Education Center Building and Grounds

We take pride in our Center, our docks, and our wetland: You can be a part of a regular part of outdoor care (weeding, planting, mowing) and maintaining our facility.

- Have truck, will help as needed
- Landscaping (planting, weeding, mowing)
- Maintenance (lawn, snow, painting, carpentry etc.)

Others ways in which I will help:

Executive Assistance

- Business Case Development Entrepreneurship
- Finance and Investment
- Government Relations
- Operations
- Organizational Development
- Quality and Process Improvement
- Real Estate
- Risk Management

Others ways in which I will help:

Marketing and Public Relations

We are constantly in need of letting people know about ISEA. You can be part of a group to help create and distribute informational, promotional and public relations material to community groups.

- Advertising
- Design, lay-out, graphics
- Flyer distribution
- Photography, video
- Retail Management and Sales
- Web site maintenance
- Writing (public service announcements, brochures etc.)

Others ways in which I will help:

Fund Development and Special Events

Very important to the ISEA mission is having enough funds to meet our needs. You can assist in several ways based on your interest and skills.

- Grant research
- ISEA special events: planning and implementation
- Prospect research

Others ways in which I will help:

Oops - Missed My Area of Interest

Inland Seas Education Association missed my interest area in the survey so here is another way in which I will help:

Please complete the information below; we look forward to your return of our survey.

Inspiring Great Lakes curiosity, stewardship, and passion.



**INLAND SEAS EDUCATION ASSOCIATION
VOLUNTEER BACKGROUND CHECK**
100 Dame St PO Box 218 Suttons Bay, MI 49682
231-271-3077 ♦ www.schoolship.org ♦ isea@schoolship.org

Name	Male	Female
Present Address	Driver's License Number	
City, State, Zip		
Have you ever been convicted of a crime? Yes No	Date of Birth (MM/DD/YYYY)	
If yes, please state offense, date and location. (A conviction will not necessarily be cause for disqualification.)		

I certify that all information provided on this application is true and complete.

I understand that falsification or significant omissions of any information may be considered justification for non-acceptance or dismissal if discovered at a later date. ISEA has my permission to contact my references and volunteer coordinators regarding my qualifications and abilities. I give permission to ISEA to do a State of Michigan criminal background check.

Signature	Date
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Inland Seas Education Association programs and materials are open to all without regard to race, color, national origin, gender, disability, political beliefs, sexual orientation, marital status of family status.

Please return your completed Volunteer Application Packet to:

Inland Seas Education Association
100 Dame St, PO Box 218
Suttons Bay, MI 49682
Phone: 231-271-3077
Fax: 231-271-3088
Email: isea@schoolship.org
www.schoolship.org

For Inland Seas Staff Use Only:

Background check status: Active Inactive Pending	Background check completed by (initials and date) <i>Be sure to communicate the status of the background check with the Volunteer Coordinator.</i>
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