

# Volunteer Update Form



Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Employer/School: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Phone Primary: \_\_\_\_\_ Secondary: \_\_\_\_\_

Which is the best way to contact you: ☎ *phone* or ✉ *email* (please circle one)

Please describe your **current health status**, particularly regarding the physical/emotional demands of working in an equine-assisted program. Address fitness, cardiac, respiratory, **ALLERGIES**, bone or joint function, recent hospitalizations/surgeries or lifestyle changes:

\_\_\_\_\_  
\_\_\_\_\_

Do you speak another language? ASL (American Sign Language) Spanish Other: \_\_\_\_\_

Are you trained in **CPR**?  Yes  No **First Aid**?  Yes  No

## Are you able to: *(Circle Yes or No)*

Walk for 60 minutes without fatigue? Yes No

Hold your arms above shoulder height and support moderate weight? Yes No

Take an adult sized rider off of a horse in case of an emergency? Yes No

## Check which areas you are interested in:

### Program:

- Horse Handling
- Sidewalking with a Rider
- Barn Aide
- Facility Repairs / Projects
- Photography/Video
- Tack / Horse Cleaning & Care *(no riding)*

### Administration:

- Volunteer Recruitment
- Volunteer Coordination
- Fundraising / Events
- Public Relations
- Newsletter (writing articles)

## Photo / Video Release

I consent to and authorize the use and reproduction by Majestic Hills Ranch of any and all photographs and any other audio/visual materials taken of me for promotional material, educational activities, and exhibitions or for any other use for the benefit of the program.

*I do NOT consent or authorize use of my likeness by MHR.*

**Signature:** \_\_\_\_\_  
*(volunteer/staff)*

Date: \_\_\_\_\_

*Signature of Guardian/Parent (if volunteer/staff is under 18 years old)*

**Signature:** \_\_\_\_\_  
*(Guardian/Parent)*

Date: \_\_\_\_\_

I understand that the information provided above is accurate to the best of my knowledge. I know of no reason why I should not participate in Majestic Hills Ranch's programs and services.

**Signature:** \_\_\_\_\_  
*(volunteer/staff)*

Date: \_\_\_\_\_

*Signature of Guardian/Parent (if volunteer/staff is under 18 years old)*

**Signature:** \_\_\_\_\_  
*(Guardian/Parent)*

Date: \_\_\_\_\_

When complete either mail, e-mail, or fax the forms to:

Kris Zieska, Majestic Hills Ranch  
7850 Metro Parkway, Suite 100  
Bloomington, MN 55425

Email: [KZieska@MajesticHillsRanch.com](mailto:KZieska@MajesticHillsRanch.com)

Fax: 952-595-5193

**PLEASE REMEMBER**, if there is an emergency and you cannot make your schedule you must notify Kris Zieska ASAP! Please contact her by cell @ 952-426-5688.

## 2018 RIDING SCHEDULE

Dates of sessions (depending on weather)	Week days	Session times –
<b>Spring Session (Session 1)</b> April 30 <sup>th</sup> – June 14 <sup>th</sup> June 18 <sup>th</sup> – 28 <sup>th</sup> Make Up Weeks	Monday – Thursday	4:00 pm, 5:30 pm, 7:00 pm
<b>Summer Session (Session 2)</b> (Morning classes) June 18 <sup>th</sup> – August 2 <sup>nd</sup> (Morning classes) August 6 <sup>th</sup> – 16 <sup>th</sup> MU <hr style="width: 30%; margin: 5px auto;"/> July 2 <sup>nd</sup> – August 16 <sup>th</sup> August 20 <sup>th</sup> – 30 <sup>th</sup> Make Up Weeks	Monday & Thursday (Mornings) <hr style="width: 30%; margin: 5px auto;"/> Monday – Thursday	9:00 am, 10:30 am (Mornings) <hr style="width: 30%; margin: 5px auto;"/> 4:00 pm, 5:30 pm, 7:00 pm
<b>Fall Session (Session 3)</b> September 4 <sup>th</sup> – October 16 <sup>th</sup> Oct. 22 <sup>nd</sup> – Nov. 1 <sup>st</sup> Make Up Weeks	Monday – Thursday	4:00 pm, 5:30 pm, 7:00 pm

*Note: The Ranch will be closed:*

<i>Memorial Day (Monday, May 28<sup>th</sup>)</i>	<i>Make Up date: June 18<sup>th</sup></i>
<i>Independence Day (Wednesday, July 4<sup>th</sup>)</i>	<i>Make Up date: Aug. 22<sup>th</sup></i>
<i>Labor Day (Monday, Sept. 3<sup>rd</sup>)</i>	<i>Make Up date: Oct. 22<sup>nd</sup></i>

Please choose your 1<sup>st</sup> or 2<sup>nd</sup> choice for the scheduled day.  
Shifts are typically from 8:00 am to noon or 3:30 pm to 8 pm.

TIMES	MONDAY			TUESDAY			WEDNESDAY			THURSDAY		
	Session 1 <i>Spring</i>	Session 2 <i>Summer</i>	Session 3 <i>Fall</i>	Session 1 <i>Spring</i>	Session 2 <i>Summer</i>	Session 3 <i>Fall</i>	Session 1 <i>Spring</i>	Session 2 <i>Summer</i>	Session 3 <i>Fall</i>	Session 1 <i>Spring</i>	Session 2 <i>Summer</i>	Session 3 <i>Fall</i>
9:00 am												
10:30 am												
4:00 pm												
5:30 pm												
7:00 pm												

Are you able to substitute for other days / nights?

If so, please mark down those days with an "S." We will be calling for substitutes if we fall short of volunteers.

We will be adding a Winter Pilot Program, though days and times are still undecided. Please check if you would be interested and available to assist with these classes if your schedule allows.

Please contact me about the Winter Pilot Program

# VOLUNTEER LIABILITY RELEASE & CONFIDENTIALITY FORM



***This form must be completed by and for each volunteer:***

PREMISES OWNER'S NAME IS KAREN (KIM) HOWARD & MAJESTIC HILLS RANCH FOUNDATION hereinafter known as MAJESTIC HILLS RANCH with a PHYSICAL LOCATION / ADDRESS of: 24580 DAKOTA AVENUE, LAKEVILLE, MN 55044; SCOTT COUNTY, MINNESOTA

## **PLEASE READ CAREFULLY BEFORE SIGNING**

SERIOUS INJURY MAY RESULT FROM YOUR PARTICIPATION IN THIS ACTIVITY. MAJESTIC HILLS RANCH DOES NOT GUARANTEE YOUR SAFETY OR THAT OF ANY GUEST. IT IS HEREBY AGREED TO AS FOLLOWS THAT:

A. APPLICATION OF VOLUNTEER AND AGREEMENT PURPOSE I, the following individual hereinafter known as the "VOLUNTEER", and the parents or legal guardians thereof if a minor, do hereby voluntarily request and agree to participate in working with horses and riders with special needs on premises of MAJESTIC HILLS RANCH:

VOLUNTEER NAME & AGE (if under 21): \_\_\_\_\_

B. AGREEMENT SCOPE AND DEFINITIONS – This agreement shall be legally binding upon me the registered VOLUNTEER, and the parents or legal guardians thereof if a minor, my heirs, estate, assigns, including all minor children, and personal representatives; and it shall be interpreted according to the laws of Scott County, Minnesota. Any disputes by the VOLUNTEER shall be litigated in and venue shall be Scott County, Minnesota.

The term "HORSE" herein shall refer to all equine species. The term "HORSE HANDLING" or "LEADING" herein shall refer to riding or otherwise handling of horses, ponies, mules, or donkeys, whether from the ground or mounted. The term "VOLUNTEER" shall herein refer to a person who works with a horse mounted or otherwise handles or comes near a horse on the ground.

The terms "I", "me", "my" shall herein refer to the above registered VOLUNTEER and the parents or legal guardians thereof if a minor.

C. NATURE OF WORKING WITH / LEADING / RIDING HORSES – No horse is a completely safe horse. Horses are 5 to 15 times larger, 20 to 40 times more powerful, and 3 to 4 times faster than a human. If a Rider falls from a horse to ground it will generally be at a distance of from 3½ to 5½ feet, and the impact may result in injury to the Rider. Horseback riding is the only sport where on much smaller, weaker predator animal (human) tries to impose its will on, and become on unit of movement with, another much larger, stronger prey animal with a mind of its own (horse) and each has a limited understanding of the other. If a horse is frightened or provoked it may divert from its training and act according to its natural survival instincts which may include, but are not limited to: stopping short, changing directions or speed at will; shifting its weight; bucking; rearing; kicking; biting; or running from danger.

D. VOLUNTEER RESPONSIBILITY – Upon entering the premises, the VOLUNTEER with prior horse experience is responsible for assisting with the horses in class; going into the herd to bring them in; haltering and tying them safely; grooming them; tacking them; leading them in class; and assisting in general horse care. VOLUNTEERS without horse experience or those working with Riders will assist the Riders in selecting a proper fitting helmet; adjust straps as needed; assist with mounting the Rider; walk along side of the Rider / Horse team to assist with tasks; keep the Rider safely on the back of their Horse; help Instructors dismount Riders; and other general tasks.

E. CONDITIONS OF NATURE – MAJESTIC HILLS RANCH is NOT responsible for total or partial acts, occurrences, or elements of nature that can scare a horse, cause it to fall, or react in some other unsafe way. SOME EXAMPLES ARE: thunder, lightning, rain, wind, wild and domestic animals, insects, reptiles,

which may walk, run, fly near, bite and/or sting a horse or person; and irregular footing on out-of-door groomed or wild land which is subject to constant change in condition according to weather, temperature, and natural and man-made changes in landscape.

F. LIABILITY RELEASE – In consideration of MAJESTIC HILLS RANCH allowing my participation in this activity, under the terms set forth herein, I, the VOLUNTEER, and the parent or guardian thereof if a minor, do agree to hold harmless and release MAJESTIC HILLS RANCH, its owners, agents, employees, officers, members, premises owners, insurers, and affiliated organizations from legal liability due to MAJESTIC HILLS RANCH ordinary negligence; and I do further agree *that except in the event of gross negligence and willful and wanton misconduct*, I shall not bring any claims, demand, legal actions and causes of action, against MAJESTIC HILLS RANCH and/or its associates, for any economic and non-economic losses due to bodily injury, death, property damage, sustained by me and/or my minor child or legal ward in relation to the premises and operations of MAJESTIC HILLS RANCH, to include while riding, handling, or otherwise being near horses owned by or in the care, custody and control of MAJESTIC HILLS RANCH.

**All VOLUNTEERS and Parents or Legal Guardians must sign below after reading this entire document:**

**SIGNER STATEMENT OF AWARENESS**

I/WE, THE UNDERSIGNED, HAVE READ AND DO UNDERSTAND THE FOREGOING AGREEMENT, WARNINGS, RELEASE AND ASSUMPTION OF RISK. I/WE FURTHER ATTEST THAT ALL FACTS RELATING TO THE APPLICANT ARE TRUE AND ACCURATE.

\_\_\_\_\_  
PRINT VOLUNTEER NAME

**Signature:** \_\_\_\_\_  
(volunteer/staff)

Date: \_\_\_\_\_

*Signature of Guardian/Parent (if volunteer/staff is under 18 years old)*

**Signature:** \_\_\_\_\_  
(Guardian/Parent)

Date: \_\_\_\_\_

**Confidentiality Agreement**

Majestic Hills Ranch shall maintain the right to privacy and the right of confidentiality of all individuals (participants, volunteers, and staff) involved in its programs and services. Participants, instructors, volunteers, and staff given access to any information on any individual participating in any program or service at Majestic Hills Ranch agree to keep all medical, personal, social, or other information strictly confidential. Any person violating the terms of this Confidentiality Agreement may be immediately reassigned or terminated from participation in the program.

*I have read, understand, and agree to abide by this Confidentiality Agreement.*

**Signature:** \_\_\_\_\_  
(volunteer/staff)

Date: \_\_\_\_\_

*Signature of Guardian/Parent (if volunteer/staff is under 18 years old)*

**Signature:** \_\_\_\_\_  
(Guardian/Parent)

Date: \_\_\_\_\_

## 2018 Program Schedule (For you to keep)

May – October, Weather Dependent

Dates of sessions (depending on weather)	Week days	Session times –
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Each session is 7 weeks in length, with 2 weeks between each for potential make up lessons. If you are able to commit to the entire 9 week length, it would be greatly appreciated.

The initial volunteer training will be held several weeks prior to the start of the program at a couple different times. Training will be anywhere from 2 to 3 hours depending on weather and size of group attending. Volunteers coming into the program after the start of the program will be trained on the first evening of their participation.

Each lesson will have up to 5 leaders that are experienced with handling horses and up to two sidewalkers per rider. Leaders and sidewalkers will be paired with the same rider as much as possible, so that they can work as a team each week in order to develop individual goals.

***Additional ranch chores will be done between classes, which may include cleaning stalls and paddocks, scrubbing and filling water tanks, cleaning the petting zoo area, cleaning the lounge, gardening, etc.***

***Important Information:*** It is very important that once you register to volunteer with our Equine Assisted Activities you fulfill your commitment to arrive each week for classes. Please contact Kris at 952-426-5688 the day before you are scheduled to help if you are to be out so we can arrange substitutes. If you are ill, please call at least 2 hours before classes are to begin for the same reason. Our participants are counting on your help so they can experience a fun and safe ride, if we don't have enough volunteers we may have to cancel classes. Thank you so much for being considerate and for communicating appropriately, it is so greatly appreciated by riders and staff.

***Thank you so very much for your support of our program!  
We could not do it without you!***