



# BIG WATERS LAND TRUST

## Community Service Application

*For court ordered public service workers only. Please note all applications are considered on a case-by-case basis. Please allow two business days for processing.*

Name (Last, First, Middle Initial): \_\_\_\_\_

Address: \_\_\_\_\_ City, State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of birth (MM/DD/YYYY): \_\_\_\_\_

1. Have you ever been charged with or convicted of a first-degree misdemeanor or felony in any state or country?      Yes                      No

*If yes, please list dates, charges, and jurisdictions of prior arrests and/or convictions:*

2. Have you ever been charged with or convicted of child abuse, molestation, or a sex offense?                      Yes                      No

***If yes, you cannot perform public service hours with Big Waters Land Trust. Please contact your Probation Officer for options.***

3. Preferred type of work (*work assignments are based on BWLT's needs, however preference will taken into account*):

                    Grounds maintenance                      Clerical/Office

                    Skilled labor (list skills):

4. Do you have any medical conditions that would prohibit you from working outside?                      Yes                      No

*If yes, please explain:*



## Work Policies and Rules Agreement

The following will be adhered to at all times by court-ordered community service workers during work hours:

1. Big Waters Land Trust staff may refuse to accept any community service worker because of the nature of the past offense, the worker's attitude, and/or appearance or dress.
2. Shirts are required. No sleeveless shirts, tank tops, or bathing suits are allowed. No clothing with inappropriate language or pictures. Shorts must be of appropriate length.
3. Closed toed/heel shoes are required. No sandals or flip flops.
4. Bring a beverage, and food if desired. Use of a refrigerator is available upon request.
5. Work periods are between the hours of 9 am to 5 pm, Monday through Friday (excluding holidays). All other report times must be approved in advance by a staff member. *All work dates/times should be pre-arranged with staff.*
6. Clean up respective work areas; ensure all waste is properly disposed of and all tools/equipment are returned.
7. Ensure all hours worked are properly documented and signed off on by staff at the end of each work period. It is the responsibility of the worker to ensure that all hours are accurately reported.
8. If assigned through the FDOC, you must provide a copy of the Public Service Hours form. *If assigned through another agency, you must provide proof of Worker's Compensation.* Big Waters Land Trust does not provide Worker's Compensation for any community service worker.
9. A professional demeanor must be displayed at all times. Park staff may dismiss you from work due to any appropriate behavior at any time. Big Waters Land Trust maintains a drug-free and violence-free workplace.

By signing this application, I hereby agree to the terms and conditions within this application and authorize Big Waters Land Trust to conduct a criminal history background check on me at any time during my service.

Applicant Name (Print): \_\_\_\_\_

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_