

# Volunteers Needed!

## 2024-2025

If you are responsible, enthusiastic and enjoy working with children, then we want you!

**What is ROMKids?** One of the city's most creative and diverse camps for over 80 years, we offer an exciting array of fun, activity-based programs inspired by the collections and research of our world-class museum. ROM's fascinating galleries, authentic artifacts, and outstanding professional staff guarantee that our camp experience will be hard to beat.

### What do ROMKids volunteers do?

Volunteers act as assistants to the course instructors. Some of the ways they help are by:

- preparing material for activities
- facilitating children's activities
- helping with clean-up after activities
- assisting in escorting children through the Museum and on field trips
- providing supervision during breaks

At the completion of the program, volunteers will be provided a service letter indicating the amount of hours volunteered.

### What to know before I apply?

In order to keep all staff, volunteers, and visitors safe, the Museum is operating under the following parameters:

- Consistent with ROM's vaccination policy, **all staff and volunteers must be fully vaccinated.**
- Proof of COVID-19 vaccination must be submitted to ROMKids upon acceptance to the program.  
**Please send proof of vaccination along with your application**
- More information can be found [here](#). If you have any questions please get in touch with us at [studio@rom.on.ca](mailto:studio@rom.on.ca).

### Application Checklist

Only those who have successfully completed their application form on time may attend orientation. Please consult the following checklist to ensure that you have properly completed your application.

Availability\_\_ /Personal data \_\_ /Written component \_\_ /2 references\_\_ /Vaccination\_\_

*If you have been accepted as a volunteer previously with our ROM Camp, you do not need to submit a new application.*

# Volunteer Application Form

## Complete & return to:

Alexandra Schneckeburger ROMKids Coordinator and Assistant Camp Director

Phone: 416.586.8043 Email: [studio@rom.on.ca](mailto:studio@rom.on.ca)

Royal Ontario Museum, 100 Queen's Park, Toronto, ON, M5S 2C6

## How do I Apply?

Please refer to the webpage for details on orientation dates and submission deadlines: [ROMKids | Royal Ontario Museum](#).

Simply fill out the following form and return by e-mail. To provide everyone with a clear idea of how ROM Camp works and what the role of a volunteer is, we are holding an **orientation/information session—dates can be found online. Attendance is mandatory**; you will not be contacted inviting you to the orientation. **Only those who attend orientation will be considered for a position.**

### 2024-2025

You must be available full days, for the entirety of a session, to apply. Camp runs weekdays only. Preference will be given to volunteers who make themselves available for more than one session. The more you are available, the better your chances of getting a spot!

Date	Availability, 8:30am to 4:30pm		
Name:	Email:		
Fall Saturday Club: Saturdays, October 19 - December 7, 2024	Morning	Afternoon	Full Day
Winter Saturday Club: Saturdays, January 11 - March 1, 2025 (excludes February 15)	Morning	Afternoon	Full Day
Spring Saturday Club: Saturdays, April 5 - June 7, 2025 (excludes April 19 & May 17)	Morning	Afternoon	Full Day
March Break Camp: March 10 - 14, 2025			
PA Day: November 15 <sup>th</sup> , 2024			
PA Day: November 29 <sup>th</sup> , 2024			
PA Day: January 17 <sup>th</sup> , 2025			
PA Day: February 14 <sup>th</sup> , 2025			
PA Day: June 6 <sup>th</sup> , 2025			

## Please Note:

Volunteers must be 15 years of age or older as of December 31st, 2024.

The number of volunteer positions available is based on the number of activities run and anticipated visitor attendance. Attendance at the orientation session does not guarantee a position with ROMKids. A complete application and a positive review at orientation are also necessary to gain a volunteer position. If you are not accepted as a volunteer for this session, your application will be kept on file and you will be notified of future opportunities. Successful applicants will be contacted shortly after

the orientation.

# Volunteer Application – Personal Information

NAME: \_\_\_\_\_  
 Last First Pronouns

ADDRESS: \_\_\_\_\_  
 Street # Name Apt # City Postal Code

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_  
 Name Phone #:

Will you be 15 years or older by the end of 2024? Y / N

Have you enrolled in ROM Leadership Camp before? Y / N Year: \_\_\_\_\_ Instructor: \_\_\_\_\_

Do you have experience playing Dungeons and Dragons: \_\_\_\_\_

Please indicate the last ROMKids orientation you attended if you have previously applied for one our programs: \_\_\_\_\_

List of languages spoken: \_\_\_\_\_

Education		
Academic level	Highest level completed	Type of certificate or diploma
Secondary School		
Community College or University		
Other		

### Written Component

Questions 1 and 2 should be typed and approximately 100-150 words in length each. Question 3 is optional but should be no more than 1 page in length. Question 3 must be submitted digitally.

1. Please discuss any qualifications, skills, interests, experience or training you may have that would contribute to your success as a volunteer assistant.
  
2. Please discuss what you hope to gain out of volunteering.
  
3. Through some form of creative piece (drawing, poem, song, short story etc.), explain how your experience and skills would benefit the ROM Camp experience. Have some fun with it, show your spirit and be creative!

**If selected, you will be required to submit for a Vulnerable Sectors Check. All selected candidates will be provided details on how to submit for one.**

*Please feel free to attach your resume or anything you think will help your application.*

# ROMKids 2024-2025 Volunteer Assistant Reference Form 1

**Please have a person submit a reference on your behalf.** Parents, friends, and other family members are not suitable references. Please have teachers, coaches, or previous employers fill out your references. These forms should be submitted with your volunteer application or emailed directly to studio@rom.on.ca.

The following section should be filled out by the volunteer reference.

Applicant Name:	Email:	Phone Number:
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Reference Name:	Email:	Phone Number:
In what capacity have you known the applicant?		How long have you known the applicant for?

The collection of personal information is governed by the Freedom of Information and Protection of Private Act (FIPPA). Should you have any questions regarding privacy provisions, please contact Kiron Mukherjee, ROMKids Manager 416.586.8043

Please evaluate the applicant in the following areas.

Note the number that best describes the applicant's performance in the comment box.

<b>1. Attitude and Enthusiasm</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>2. Quality of Work</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>3. Ability to Work with Others</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>4. Ability to Follow Direction</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>5. Dependability</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:

The position of volunteer assistant involves working with children and youth in a leadership capacity.

Are you aware of any reasons why the applicant should not work with children? YES  NO

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

## ROMKids 2024-2025 Volunteer Assistant Reference Form 2

**Please have a person submit a reference on your behalf.** Parents, friends, and other family members are not suitable references. Please have teachers, coaches, or previous employers fill out your references. These forms should be submitted with your volunteer application or emailed directly to studio@rom.on.ca.

The following section should be filled out by the volunteer reference.

Applicant Name:	Email:	Phone Number:
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Reference Name:	Email:	Phone Number:
In what capacity have you known the applicant?		How long have you known the applicant for?

The collection of personal information is governed by the Freedom of Information and Protection of Private Act (FIPPA). Should you have any questions regarding privacy provisions, please contact Kiron Mukherjee, ROMKids Manager 416.586.8043

Please evaluate the applicant in the following areas.

Note the number that best describes the applicant's performance in the comment box.

<b>1. Attitude and Enthusiasm</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>2. Quality of Work</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>3. Ability to Work with Others</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>4. Ability to Follow Direction</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:
<b>5. Dependability</b> 5 – Outstanding 4 –Above Average 3 – Average 2 – Needs Improvement 1 – Unsatisfactory Comment:

The position of volunteer assistant involves working with children and youth in a leadership capacity.

Are you aware of any reasons why the applicant should not work with children? YES  NO

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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