



Roanoke Ranch for Kids
PO Box 185
11221 Grand River Drive SE
Lowell, MI 49331
616-987-0703
info@roanokeranch.org
www.roanokeranch.org

Welcome to the Roanoke Ranch Crew!

Thank You for Your Interest in Serving

We appreciate you considering becoming part of the Roanoke Ranch Crew. Our mission is made possible by people who are willing to give their time, encouragement, skills, and heart to the kids and families we serve.

Please complete the following steps:

1. Fill out the volunteer pack included with this cover sheet
2. Call or email RRFK with any questions you may have.
3. We will contact you to attend one of our Volunteer Orientations or call you to meet.
4. Bring the completed paperwork with you or email back.

We offer several ways to get involved, depending on your availability, experience, and areas of interest. Please review the categories below and select and checkmark the areas where you feel your skills and time commitment fit best. Some volunteers serve in one area, while others enjoy helping in multiple ways throughout the year.

Our primary programs traditionally run during the summer months, with additional winter and spring opportunities continuing to grow. Certain roles require training and ongoing commitment, while others allow for more flexible involvement.

Volunteer Categories:

1. The Pathfinders Crew (Main Program Mentors)

The Pathfinders Crew serve as mentors during our core ranch programs. These volunteers build relationships with kids through consistent presence and leadership.

This role typically involves committing to one day per week for an extended period of time, usually between seven and eight weeks. The Pathfinders Crew help lead activities, support curriculum and journaling time, and walk alongside students as mentors throughout the program.

Because of the relational nature of this role, training is required and includes program curriculum, mentoring expectations, and horse safety and handling instruction.

Best for: Individuals who enjoy consistency, mentorship, and investing in kids over time.

2. The One-on-One Outriders Crew (One-on-One Mentors)

The One-on-One Outriders Crew focuses on individual relationships. Volunteers are paired with a child or teen for one-on-one mentorship, similar in spirit to a big brother or big sister role.

Scheduling is flexible and arranged between the mentor and participant, typically involving an hour or two, weekly or every other week. Activities may include time with horses, fishing, walking the ranch, Bible study, life conversations, or simply spending intentional time together.

Many of the youth in this program are teens who have aged out of other programs or who benefit from individualized mentorship.

Training is required prior to placement.

Best for: Individuals who feel called to invest deeply in one young person's life.

3. The Ranch Hands Crew (Work Projects & Property Support)

The Ranch Hands Crew helps keep the ranch running. This crew assists with work projects that arise throughout the year.

Projects may include gardening, building and repair work, fencing, clearing trails or wooded areas, organizing spaces, or general maintenance. Some projects require specialized skills such as electrical, construction, or craftsmanship, while others simply require willing hands and a strong work ethic.

Opportunities are typically project-based and scheduled as needs arise.

Best for: Those who enjoy hands-on work and helping improve the ranch environment.

4. The Hospitality Crew (Events & Fundraisers Support Team)

The Hospitality Crew helps during ranch events and community fundraisers. These opportunities vary in scope and responsibility depending on the event.

Roles may include setup, greeting guests, serving, cleanup, logistics support, or helping wherever needed to ensure events run smoothly. Examples include our annual Black Tie Blue Jean fundraiser, community events such as Bridge Fest, and other special gatherings throughout the year.

Volunteers in this category are contacted as events arise and can participate as their schedule allows.

Best for: Those who enjoy teamwork, hospitality, and fast-paced environments.

5. The Ranch Day Crew (Pop-Up & Single-Day Programs)

The Ranch Day Crew supports single-day camps and visiting groups that come to the ranch throughout the year. These programs are not part of the longer structured camps but provide meaningful experiences for various organizations and youth groups.

Examples include special rodeo camps, church groups, school visits, or specialty programs such as adaptive or special-needs groups.

Availability may be occasional and scheduled as opportunities arise during summer, fall, winter, or spring.

Training may be required depending on the nature of the group and activities involved.

Best for: Volunteers who want flexibility and enjoy working with a variety of groups.

6. The Ranch Builders (Fundraising & Outreach Team)

The Ranch Builders Crew helps develop and support smaller fundraising initiatives that strengthen the ranch's mission throughout the year.

This may include helping organize or volunteer at community fundraising events, assisting with creative fundraising ideas, or supporting partner events where proceeds benefit the ranch.

Participation can be occasional or ongoing depending on interest and availability.

Best for: Individuals who enjoy community engagement, organizing events, and helping grow the ranch's impact.

7. The Horse Wrangler Crew (Experienced Riders & Equine Support)

The Horse Wrangler Crew is for experienced horsemen and horsewomen who desire to serve within our programs and help care for and condition our horses.

Wranglers may serve within multiple areas of the ranch, including main programs, day camps, one-on-one mentorship, or behind-the-scenes equine support. We are always looking for qualified horse people who can assist with instruction, horsemanship guidance, safety oversight, and maintain the well-being of our herd.

We are also seeking experienced riders who are willing to help keep our horses in condition both during program season and in the off-season.

This role requires prior riding and horsemanship experience. Placement will depend on skill level, comfort, and training alignment with ranch standards.

8. The Ranch Crew Prayer Team (Prayer Support Team)

The Ranch Crew Prayer Team serves as spiritual support for the mission, programs, and youth of Roanoke Ranch for Kids. These volunteers commit to praying specifically for kids attending camps, special prayer requests, and the overall work being done at the ranch.

Members of the Prayer Team will be included on an email list and will receive prayer requests as needs arise. These may include specific requests for individual youth, upcoming programs, ranch needs, staff, and the continued impact of the ministry.

Participation in this role is flexible and can be done remotely. Prayer Team members serve alongside others in lifting up the ranch, its mission, and the lives of the children and families we serve.

Best for: Individuals who feel called to support the ranch through faithful and intentional prayer.

List any special skills God blessed you with:

Horse Wrangler Qualification

(To Be Completed by Applicants Selecting the Horse Wrangler Crew)

Horsemanship Experience

- How many years of riding experience do you have?

1–3 years 4–7 years 8–15 years 15+ years

- How would you describe your level of horsemanship?

Beginner Intermediate Advanced Experienced Instructor / Trainer

- What riding disciplines have you trained in or practiced?

(Western, English, Trail, Barrel, Dressage, etc.) _____

- Have you taught riding lessons or assisted in instruction before?

Yes No. If yes, please briefly describe:

- Do you have experience working with both horses and children together?

Yes No If yes, please describe your experience: _____

- Are you comfortable:

Tacking and untacking independently

Catching and haltering independently

Lunging

Riding without supervision

Managing a horse in a group setting

- Are you comfortable helping evaluate horse temperament and rider pairing for safety?

Yes No

Horsemanship Evaluation Notice

For the safety of our riders, volunteers, and horses, applicants selecting the Horse Wrangler Crew may be asked to participate in a practical evaluation ride prior to placement. This allows us to assess riding ability, horse handling skills, safety awareness, and overall comfort level in a ranch setting.

Our goal is not perfection — it is alignment, safety, and stewardship of the herd and the youth we serve. Placement within horse-related roles will be determined based on demonstrated experience, maturity, and compatibility with ranch standards.

Volunteer Participation & Availability

Volunteers at RRFK have the opportunity to serve in various programs throughout the year. This section helps us understand when you are available and which programs you are willing to participate in based on your time, availability, and desired level of involvement.

- Please select the Ranch Crew area(s) where you feel called and are available to serve (check all that apply):

- 1. The Pathfinders Crew (Main Program Mentors)
- 2. The One-on-One Outriders (One-on-One Mentors)
- 3. The Ranch Hands Crew (Work Projects & Property Support)
- 4. The Hospitality Crew (Events & Fundraisers Support Team)
- 5. The Ranch Day Crew (Pop-Up & Single-Day Programs)
- 6. The Ranch Builders (Fundraising & Outreach Team)
- 7. The Horse Wrangler Crew (Experienced Riders & Equine Support)
- 8. The Ranch Crew Prayer Team (Prayer Support Team)

- Please indicate which of the following programs you are available and willing to participate in:
1=most availability 2= some availability

___ Summer Camps (June, July, August) Approx 5-6 hours for 7-8 weeks 1 day per week

___ Spring Camps (April, May) Programs Approx 5-6 hours for 6-8 weeks 1 day per week

___ Winter Camps (Feb, March) Programs Approx 5-6 hours for 6-8 weeks 1 day per week

- Please indicate your availability by checking or marking the appropriate times:

Day	Morning	Afternoon	Evening
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Weekends/Special Events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VOLUNTEER INFORMATION & SIGN UP SHEET

Today's Date: _____

Date of Birth: _____

Name: _____ Male ___ Female ___

Parent/Guardian (if under 18): _____

Street: _____

City _____ State _____ ZIP _____

Phone #: _____ Email: _____

Preferred method of contact (circle one): Phone or Email

Employer: _____

School & Grade: _____

Do you have prior experience with horses and/or children? Yes ___ No ___

Please explain: _____

In the event of a medical emergency, please provide emergency contact information:

Name: _____

Relationship: _____ Phone #: _____

___ I GIVE MY CONSENT, in the event of a medical emergency, for Roanoke Ranch for Kids to provide such medical assistance as deemed to be necessary. I authorize any licensed physician and/or medical facility to provide medical surgical care and/or hospitalization for the above-named volunteer, including anesthetic, which they determine to be necessary or advisable, pending receipt of a specific consent from the undersigned.

OR: ___ I DO NOT GIVE MY CONSENT for emergency medical treatment/aid in the case of illness or injury during the process of receiving services or while being on the property of Roanoke Ranch for Kids. In the event emergency treatment/aid is required, I wish the following procedures to take place:

List any medical-related allergies (latex, drug allergies, etc.): _____

LIABILITY RELEASE FORM

I agree to the following agreement with the Roanoke Ranch for Kids, a Michigan nonprofit corporation (hereafter referred to as "RRFK") as a condition for allowing me, and the persons identified below, to enter the RRFK's premises and surrounding land, be near horses, participate in equine-assisted activities, work near horses, handle horses, use equipment, work with staff and volunteers, and/or receive instruction or guidance in riding, grooming, or handling of horses (these activities will hereafter be referred to in this document as "The Activities").

CONTRACTING PARTY (Volunteer if 18 or Parent/Guardian)

OTHER CONTRACTING PARTY (Spouse or Other Parent)

Street _____

City _____ State _____ Zip _____

PHONE

(Home) _____ (Business) _____

(Cell/Other) _____

I also make this agreement on behalf of the following, who is/are my child/ren or court appointed legal ward(s):

1. _____ Age: _____

2. _____ Age: _____

All parts of this agreement shall apply to me and shall also apply to the children/legal wards listed above. This Release is intended to be valid and binding at all times – now and in the future – when the RRFK permits me (directly or indirectly) to engage in any or all of the Activities.

IT IS HEREBY AGREED AS FOLLOWS:

I have requested to engage in any or all of the Activities, now and/or in the future.

Risks. I understand that anyone engaging in The Activities can suffer bodily and other injuries. Participation in The Activities involved certain inherent risks and, regardless of the care that is taken, it is impossible to ensure the safety of the participant. I understand the risks/dangers inherent in The Activities, and I agree to assume them. I am not relying on the RRFK to list all possible risks for me.

Waiver and Liability Release. As consideration for RRFK allowing me to engage in The Activities at any time and at any location, I agree to assume full responsibility for any and all bodily injuries, losses, damages, viruses or diseases that I may sustain. I, for my heirs, administrators, personal representatives, or assigns, release and discharge the RRFK, and their employees, assistants, directors, volunteers, land owners, and owners of horses from any and all claims, demands, damages, actions, omissions, suits, or causes of action (present or future).

WARNING: Under the Michigan Equine Activity Liability Act [1994 P.A. 351], an equine professional is not liable for an injury to, or the death of a participant in an equine activity resulting from an inherent risk of the equine activity.

IT IS MUTUALLY UNDERSTOOD AND AGREED THAT THE WAIVER AND LIABILITY RELEASE SET FORTH IN THIS DOCUMENT CONSTITUTES A WAIVER OF LIABILITY BEYOND THE PROVISIONS OF THE MICHIGAN EQUINE ACTIVITY LIABILITY ACT, 1994 P.A. 351. BY SIGNING THIS RELEASE, I AGREE NOT TO BRING ANY CLAIM OR SUIT AGAINST THE RRFK OR PERSONS OR ENTITIES WORKING ON BEHALF OF OR AFFILIATED WITH RRFK ON THE BASIS OF ANY EXCEPTION IN THAT LAW.

Indemnification. I also agree to indemnify and hold harmless the RRFK, and persons or entities working on behalf of or affiliated with the RRFK against all damages which are sustained or suffered by any third persons. The indemnification shall include reimbursement of RRFK's attorney fees.

ASTM/SEI Headgear. RRFK will provide me with an equestrian safety helmet that is ASTM-standard and SEI-certified for use when riding, handling, or being near horses. I understand that neither the RRFK or its assistants or agents can guarantee the suitability of any helmet provided.

Health and Disabilities. I understand that the RRFK always recommends that I seek the advice of a physician, and many of The Activities pose special physical risks to the participant and even to the volunteer. I want the RRFK to be aware of the following physical conditions that may affect my ability to handle, ride, and/or be near an equine:

Should I breach this Release (or any part of it) I agree to pay the attorney's fees and court costs related to such breach incurred by the RRFK and/or persons directly affiliated with RRFK. It is also mutually agreed that any disputes arising under this Release, or any activities that are undertaken pursuant to this document, shall be litigated in a court of proper jurisdiction located in or nearest to Kent County, Michigan.

SIGNATURE OF CONTRACTING PARTY

_____ DATE _____

SIGNATURE OF OTHER CONTRACTING PARTY

_____ DATE _____

CONFIDENTIALITY AGREEMENT

As a volunteer at the Roanoke Ranch for Kids (RRFK), I acknowledge that I will have access to and there will be made available to me certain knowledge belonging to the RRFK which is confidential information. Such confidential information may include, but not be limited to, attendee's symptoms and/or diagnoses. I will hold trust and confidence in such information and will not disclose or use such information for any purpose other than to participate in my volunteering experience. I will not use confidential information for my personal use or for the use of any other party.

The undersigned understands and agrees that the RRFK may apply for and have granted an injunction restraining any breach or threatened breach of any of the covenants contained herein.

Volunteer – Signature _____ Date _____

Volunteer – Printed Name _____

Background Check Consent

Due to the populations we serve, all volunteers at Roanoke Ranch will be required to undergo a Criminal Background check through the agency "Protect My Ministry". For the Purpose of the Background Check please fill out the following information:

Have you ever been the subject of an investigation regarding child abuse?

Yes No (If yes, please explain): _____

Have you ever been convicted of a crime (other than minor traffic violations)?

Yes No (If yes, please explain): _____

I understand that Roanoke Ranch will conduct a background check prior to my acceptance as a volunteer. I will provide the necessary information as requested.

Signature _____ Date _____

Full Legal Name (First, Middle, Last) _____

Social Security Number: _____ Race _____

Gender _____ Birth Date _____

Driver's License or ID Number _____ State Issued _____

PHOTO RELEASE

I consent to, and authorize, the use and reproduction of any and all photographs and any other audio/visual materials taken of me for promotional material, educational activities, exhibits, social media, or for any other use for benefit of the program. I understand I will not be compensated for this use.

Signature: _____ Date: _____

Volunteer or Parent/Guardian (if under 18)

Signature: _____ Date: _____

Next Steps

All Ranch Crew members complete an application process, including a background check and volunteer waiver, to ensure a safe and supportive environment for the youth we serve.

Certain roles — including Main Programs, Day Camps, and One-on-One Mentorship — require participation in volunteer training. Training includes program expectations, mentoring guidelines, curriculum overview, and horse care and handling instruction.

We're grateful you're considering serving alongside us. Every role matters, and every person who joins the Ranch Crew helps make a lasting difference.