



# Messinger Woods Wildlife Care and Education Center

## HOSPITAL SCHEDULE REQUEST

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Volunteer Hospital Assistant (Location: Vermont Hill Road, Holland, NY-works directly with wildlife)

YOU ARE REQUESTED TO WORK: One shift EVERY week during busy season: MAY – AUGUST

Name  (H) Phone  (C) Phone  Date

Mailing Address:  Email:

Please select a PRIMARY and an ALTERNATE schedule choice. We will schedule your FIRST CHOICE if your request is returned early and not already filled by other volunteers.

**Check the ONLINE Calendar for Shifts Still Available! First Come First Served!**

### FIRST CHOICE (Primary Day of Week/Shift Time):

MON TUES WED THUR FRI SAT SUN

Shift 1: 9:30 – 1:30  Shift 2: 1:30 – 5:30  Shift 3: 5:30 – 9:30

### SECOND CHOICE (Alternate Day of Week/Shift Time):

MON TUES WED THUR FRI SAT SUN

Shift 1: 9:30 – 1:30  Shift 2: 1:30 – 5:30  Shift 3: 5:30 – 9:30

NOTE: SHIFT LEADERS ON 1<sup>st</sup> and 2<sup>nd</sup> Shift MUST stay 10 minutes after each shift to brief incoming Shift Leaders.

Please document any known vacation or unavailability or comments below. Vacations and Requests, if known in advance, will be scheduled; emergency “call offs” will require you to call in. If you wish to work more than 4 hours each week, please let us know that as well!

To ALL VOLUNTEERS: We work exclusively from these HOSPITAL SCHEDULE REQUEST forms to schedule volunteers! Please help by filling this out and sending ASAP to Judy Seiler via snail mail or **\*\*NEW\*\*** Email: [judy@messengerwoods.org](mailto:judy@messengerwoods.org)

**PLEASE DO NOT: Give schedule requests via email without this form, over the phone, or in crossing.**

### SEND FORM TO:

Judy Seiler, 965 Orchard Park Road, West Seneca, NY 14224  
Or save this form to your name and email it to: [Judy@messengerwoods.org](mailto:Judy@messengerwoods.org)

**Please note if you do not receive an email notification that your application was received – resend it via snail mail.** It’s up to you to make sure we have it. To verify, check the online calendar to see if you are scheduled. **THANK YOU! Please make a copy for your own records.**

Judy Seiler: (H) (716)674-4575 or (C) (716)830-6375  
Thank you for your cooperation.