

Join the Jet Set

Volunteer Airport Ambassador Program Application

Date: _____

First Name: _____ Last Name: _____

Address: _____ Apt. # _____

City: _____ State: _____ Zip: _____

Home Phone: () _____ Business Phone: () _____

E-mail Address: _____ Cell Phone: () _____

Person to contact in case of emergency: _____

Emergency Contact Number: () _____ Relationship: _____

Work Eligibility

Days available to volunteer:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Times Preferred:

Morning Afternoon Evening Late Evening

Type of Volunteer Service Preferred:

Meet/Greet Travelers Information Counter Tours Clerical

Education (include final degrees, areas of major study, and continuing education classes): _____

Are you employed? Yes No If yes, where? _____

Position? _____

Occupation(s):

Retired: Yes No

If yes, previous employer: _____

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Languages spoken: _____

Special skills, knowledge of computer programs, hobbies, sign language, etc:

How did you learn of our volunteer program?

Newspaper PWM Employee PWM Website Friend School/College Online Advertising

Other: _____

Why are you interested in volunteering at PWM?

I would like to give back to the community.

I would like to explore the airport environment for a possible future career choice.

I am required to complete volunteer hours for school.

Other: _____

Do you have any family members working for the Portland International Jetport or the City of Portland?

Yes No If yes, employer/department? _____

Position? _____

Other volunteer positions (past or present): _____

What do you hope to gain from volunteering at the Portland International Jetport? _____

Can you commit to volunteering at least one time a week for a 4 hour period, and no more than 16 hours per week? Yes No

Will you be available to assist at special events on an occasional basis? Yes No

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Please list two personal references below:

Name: _____ Relationship: _____ Phone Number: () _____

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Participation as a PWM Airport Ambassador may require extended periods of standing or walking in the terminal. Each shift is 4 hours long with a 15-minute break. Is there any reason you could not perform these duties?

Yes No If yes, please explain _____

We are committed to providing a high level of service to our passengers. Should you become an Airport Ambassador, you will be required to attend orientation and training and serve a 4-hour shift every week for a minimum of six months. Are you able to make this commitment?

Yes No If no, please explain _____

We ask that our volunteers wear a uniform while on duty at the airport. The uniform consists of Khaki or dark pants or dark skirts (knee length or longer), a white collared shirt. An Airport Ambassador polo shirt or Airport Ambassador vest will be required and will be provided free of charge. Are willing/able to do this?

Yes No

I understand that the successful placement of all volunteers is contingent upon a 10 yr security background check.

I have read all of the above and certify that the information provided is true and complete to the best of my knowledge.

Signature Printed Name Date

Please submit completed application to:
via email: pwmadmin@portlandmaine.gov
mail: Airport Ambassadors
Portland International Jetport
1001 Westbrook St.
Portland, Maine 04101
Fax: (207) 774-7740





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VOLUNTEER RELEASE, ASSUMPTION OF RISK AND AGREEMENT TO HOLD HARMLESS

I hereby state my intention to serve the City of Portland as a VOLUNTEER in the following capacity:

Portland International Jetport Volunteer Ambassador, 1001 Westbrook Street, Portland, ME 04102

Zachary R. Sundquist, Assistant Airport Director

Name of Program, Address, Supervisor (please print)

I hereby agree to provide said services with no promise, expectation, or receipt of compensation for those services other than reasonable reimbursement of expenses or reasonable benefits, which may include: Free parking at the Jetport; Express Security Lane Access when I fly out of the Jetport; Discounts at shops and restaurants located in the Jetport; Free Ambassador vest or polo shirt.

I am aware that participating as a VOLUNTEER [in this Program] may subject me and my property to risk of damage or injury. Except as specifically provided herein, to the fullest extent permitted by law, I do hereby agree to assume all risk of injury, harm, or damage to me or my property, including but not limited to all risks of injury, harm or damage to me or property caused by negligence of the City of Portland, its agents, officers, or employees arising during or in connection with my participation as a VOLUNTEER, [including but not limited to transportation to or from said volunteer site]. I hereby release and agree to indemnify and hold harmless the City of Portland, its agents, officers and employees, from any and all liability, actions, damages, and claims of any kind and nature whatsoever, including but not limited to liability, actions, damages, and claims caused by or arising from my acts or omissions and/or the negligence of the City of Portland, its agents, officers or employees. Without limiting the generality of the foregoing, I expressly release, and agree to indemnify and hold harmless the City of Portland, its agents, officers and employees from any and all liability for injury, harm or damage to my person or property that may arise or occur during or in connection with my participation as a VOLUNTEER.

And further, I hereby give my permission for emergency medical treatment in case I cannot personally consent.

In case of emergency, contact/call: _____

Signature of Volunteer

Date

Printed Name of Volunteer

Witness' Signature