



PALEONTOLOGY

NORTH DAKOTA GEOLOGICAL SURVEY



612 East Boulevard Ave. Bismarck, ND 58505 Phone: 701-328-1954 <https://www.dmr.nd.gov/ndfossil/>

PALEO LAB VOLUNTEER APPLICATION

Thank you for your interest in the NDGS Paleontology volunteer program, located in the ND Heritage Center. Please tell us a little about yourself, and take a moment to complete this application form.

BACKGROUND INFORMATION

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: *home:* _____ *office / cell / other:* _____

E-mail address: _____

Emergency contact person: _____

Emergency contact person's phone number: *home:* _____ *work/ /cell / other:* _____

INTERESTS AND AVAILABILITY

What aspects of paleo lab work interest you / would you be willing to assist with?

- Sediment washing
- Preparation using a microscope
- Preparation using pneumatic tools
- Library organization
- Assisting with public events / activities
- Microfossil picking
- Preparation using dental picks
- Cataloguing specimens
- Data entry
- Field work (fossil collecting)

Please indicate the days and times you are available to volunteer. Feel free to update your times available at any time - we understand schedules change with the season. You will be notified of any changes on our end that affect your schedule. Weekend times only applicable for public events - the lab is generally closed Saturdays and Sundays.

| | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|--------|--------|---------|-----------|----------|--------|----------|
| Morning | | | | | | | |
| Afternoon | | | | | | | |

SPECIFIC LAB RULES

You will be working with fossils that are millions of years old. It takes a rare set of circumstances for something that was once living to become a fossil. Each and every one is a little miracle. As such you must, above all else, have patience to work with them. Please read through the following page, and initial that you understand each of the following.

Respect the Paleontologists / Lab Technicians! _____

Please do not swing by the lab unannounced to volunteer (we may be busy, in the field, or have another event or tour going on). If you cannot make your scheduled volunteering time, please let us know. If our schedule changes, and it affects your volunteering time, we will let *you* know.

Respect the fossils! _____

Handle them gently and carefully, with two hands if necessary. They are not toys - do not throw them, or swing them around. Set them down slowly so they are not damaged, on padding if needed. Store them in an appropriate drawer or cabinet when you're done for the day. If you break something, TELL US – don't wait for us to find it.

Care for your tools! _____

If you take a tool / equipment out, put it back when you're done. Clean up after yourself (dust / sweep / damp rag, etc.). If you are unsure about a tool, fossil, or technique, ASK – the staff is here to help guide you.

Care for yourself! _____

Wear eye protection if you're chipping rock – you only have one set of eyes. Wear gloves if you're running a dremel or other power tool. Wear closed-toe shoes if you like your feet intact – no sandals or flip-flops. If you have long hair, please bring a scrunchie or have some way to tie it back.

VOLUNTEER AGREEMENT

I agree to donate my services to the North Dakota Geological Survey (NDGS), and understand that I will not be paid. I understand that the NDGS may take photographs of me for publications or other uses. I agree to abide by NDGS rules, regulations, and policies, and will work under the direction of its staff. I understand that my volunteer services will be terminated if I do not abide by NDGS rules, regulations, and policies. I understand that by working in the Paleo Lab, I may be exposed to dust and debris, and no matter how careful I and others around me are, there is always potential risk.

Volunteer signature: _____ Date: _____

For applicants who are 18 years or younger:

I give my permission for _____ to volunteer with the State Historical Society of North Dakota, accepting all SHSND rules, regulations, and policies.

Parent/guardian signature: _____ Date: _____