



### Working Guest Application for Teen Retreat

Save this form to your computer first. Then close the browser window, open your saved file, and edit from there.

Thank you for your interest in serving IMS as a volunteer. We deeply appreciate your generosity.  
Note that volunteer assignments are generally available only to those with previous IMS retreat experience.

Your name

Date

Street address, city, state ZIP

Email

Cell number

Home number

Emergency contact name & phone number

Occupation

Date you wish to arrive

Depart

Why do you wish to be a Working Guest at this time in your life?

List your retreat experience at IMS and elsewhere (including teachers, dates and lengths of retreats).

List your work experience at IMS, if any. Include staff, work retreat and volunteer positions, as well as departments and dates.

As a Working Guest, you agree to work approximately six hours per day. Work assignments depend on your skills, preferences and the needs of IMS. Please indicate below your interests and work experience.

Areas of interest

Areas of experience



Housekeeping

Assisting in the Kitchen

Describe any limitations, physical or otherwise, that may restrict the type of work you are able to do. Are you able to lift 50 pounds, as may be needed occasionally in certain assignments?

Describe any other skills, work experience, or formal training that you would like us to know about.

Please provide three references from the categories listed below. References from the first two categories are preferred. Please provide names, phone numbers and email addresses for these references.

- Meditation teacher
- Someone who has supervised you at work
- Other professional reference

1. Name	Relationship
Phone	Email
2. Name	Relationship
Phone	Email
3. Name	Relationship
Phone	Email

During your participation in the IMS Working Guest program you will be expected to follow the following five training precepts:

- to refrain from harming living beings,
- to refrain from taking what is not freely given,
- to refrain from sexual misconduct,
- to refrain from lying, gossiping, or using harsh language,
- to refrain from taking intoxicants or (unprescribed) drugs.

*I acknowledge that all the information I have included in this application is true and complete. I agree to uphold the five training precepts as listed above as long as I am a working guest at IMS. I authorize IMS staff to contact any of the individuals named above as references regarding this application. I understand and agree that should this application result in my volunteering for IMS, my volunteer status will not be guaranteed and will be subject to ongoing review.*

Applicant signature

Thank you for applying! Our HR & Executive Assistant, who coordinates our volunteer program, usually responds to applications within one week.

**Please return your completed form to:**

HR & Executive Assistant, Insight Meditation Society, 1230 Pleasant Street, Barre MA 01005;  
[volunteer@dharm.org](mailto:volunteer@dharm.org) (or you can drop it off at the Retreat Center front office)