



Dear Prospective Volunteer,

Thank you for your interest in volunteering with Bit by Bit Therapeutic Riding Center. We are a community outreach program supported by Rogers State University and Oologah-Talala School District. We currently provide equine-facilitated activities and therapeutic riding lessons to over 75 children and adults with a wide spectrum of disabilities. We would not be able to provide these services without the continued dedication of our volunteers.

General volunteer duties range from assisting with fundraisers, to working with our students in lessons. Volunteers are needed to sidewalk with riders and/or (with equine coordinator and/or director training and approval) lead horses. Bit by Bit provides training and documentation of hours for all volunteers.

Bit by Bit is a member center recognized by PATH Int'l: Professional Association of Therapeutic Horsemanship, International (formerly NARHA). All instructors are certified with PATH at the registered level. We are required to maintain documentation on volunteers affiliated with our program. The enclosed volunteer application contains all necessary forms for PATH Int'l as well as Rogers State University.

Because Bit by Bit provides services to minors, Rogers State University and Oklahoma state law require background checks on all staff and volunteers. Please provide copies of two valid forms of identification. One form must verify US Citizenship/Residency and the other must verify age. A passport satisfies both requirements and therefore, if you are using a passport as your identification, it is not necessary to provide additional identification. There is a list of Acceptable Documents enclosed at the end of this application.

Please complete the entire application (including attaching copies of ID) and mail, fax or hand-deliver to Bit by Bit. After review, we send the application to Rogers State University to complete the background check. This process can take up to three weeks, so please try to get your completed paperwork in as soon as possible.

Please feel free to contact us at any time Monday through Friday: 8am until 5pm (we are closed for lunch from 12-1). Our office number is (918) 371-1750 and our fax number is (918) 371-1750.

Volunteering with Bit by Bit is a fun and rewarding experience. You will not only have the opportunity to help enhance a participant's life, but your own life as well. We look forward to working with you and thank you for your interest in volunteering with Bit by Bit!

Sincerely,

Kyla Somerville  
Lead Instructor