



# Volunteer Application

## Personal Information

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Name \_\_\_\_\_  Mr.  Mrs.  Ms.

Address \_\_\_\_\_  
 \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell \_\_\_\_\_ Email \_\_\_\_\_

How did you hear about volunteering at the Dubois County Museum?

- Friend or Co-worker   
  Advertisement   
  Museum Publication   
  Museum Event  
 Other \_\_\_\_\_

## Experience

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Special training, skill, or educational background \_\_\_\_\_  
 \_\_\_\_\_

Hobbies \_\_\_\_\_

## Availability

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Do you prefer to volunteer:   
 weekly   
 twice monthly   
 monthly   
 special events   
 on call

Availability	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							

Emergency Contact:  
 \_\_\_\_\_

List the name(s) of any Dubois County Museum volunteers you know? \_\_\_\_\_

PLEASE COMPLETE BOTH PAGES AND RETURN TO:  
 Volunteer Services, Dubois County Museum  
 2704 N. Newton Street, Jasper, IN 47546  
 Questions, call (812) 634-7733

## *Volunteer Interests*

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### **Behind the scenes:**

- Program support (Help to prepare materials for educational programs and special events; perform administrative functions and provides essential services.)
- Collections (Work with our curators in the museum.)
- Research (Work with either collections or exhibits.)
- Exhibits (Assist in exhibit preparation, object preparation, display, exhibit design, signage, graphic design.)
- Building & Grounds (Maintenance; moving of large objects/cases; cleaning, carpentry.)
- Membership (Maintain and update membership database; print lists and labels.)

### **Guest services:**

- Information (Staff our information center, give individualized attention to our guests; assist with membership development; direct visitors who are entering.)
- Gift shop (Staff our gift shop; assist with sales.)

### **Share your love of learning:**

- Tour guides (Trained to lead groups on tours during regular museum hours.)
- Special group tour guides (Trained to lead adult and youth groups on tours at arranged times.)
- Special exhibits (Assist with temporary special exhibits; assist with related tours.)

### **Special events:**

- Special events (Assist with set-up, decorate, host guests, and serve the public during special events. Examples are: *Heritage Days, Table Top Expo, Membership Only* events, exhibit openings, etc.)

### **Outreach:**

- Community outreach program (Take a presentation on the Dubois County Museum to outside groups.)

Comments or additional interests: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Preferred positions: \_\_\_\_\_

\_\_\_\_\_

### **Office use**

Date received \_\_\_\_\_ Training date \_\_\_\_\_

DCM Member who will contact prospective volunteer \_\_\_\_\_