

Heritage Station Volunteer Application

Applicant's Name _____ **Date** _____

Address _____

City/State _____ Zip _____

Phone _____

Person to contact in case of emergency

Name _____

Address _____

City/State _____ Zip _____

Phone _____

Email Address _____

Other Information

Birthday _____ Anniversary of Employment _____

Times Available for Work

Indicate either days/times available or days/times not available, whichever is easiest.

Skills and Interests

List and/or mark back of application.

Additional Comments

Please list any other information you believe would be helpful to us.

VOLUNTEER OPPORTUNITIES

- Committee Thrift Store
- Cleaning
- Docent (Tour guide)

Clerical

- Office
- Bulk mailings
- UCHS scrapbook
- Brochure rack

Collection

- Cataloging
- Archives
- Cleaning and packing (under curator supervision)
- Transporting to offsite storage

Exhibit

- Planning
- Preparation
- Set up of exhibit furniture
- Constructing exhibit elements

Events

- Organizing
- Preparing/serving food
- Coordinating programs
- Sponsorships
- Recruiting other volunteers
- Programs committee

Fundraising

- Membership drive
- Special fundraising events
- Heritage Club drive
- Personal solicitations

Marketing

- Delivering posters, brochures, etc.

Maintenance

- Grounds (lawn, roses, weed spraying)
- Windows
- Minor repairs
- Moving furniture, erecting shelving units, etc.