

# Hamburg Township Historical Museum

## Volunteer Application

Thank you for your interest in volunteering for the Hamburg Township Historical Museum. Please complete all three pages of this application and return to the museum in person at 7225 Stone St., Hamburg, MI 48139 or by mail at P.O. Box 272, Hamburg MI 48139.

### **Volunteer Opportunities**

\_\_\_\_ **Museum Docent**--Welcome visitors to the museum during regular hours and special events. Conduct pre-arranged tours for youth and adult groups. Serve as cashier to visitors making resale shop purchases.

\_\_\_\_ **Tea Room Staff**--Greet and seat attendees, sell raffle tickets, and serve food and beverages according to tea customs and health department rules. Participate in clean up.

\_\_\_\_ **Re-enactor**--Portray Hamburg Township historical figures for events on site at the museum or off site at area schools. Acting ability is required. Experience with children is desirable.

\_\_\_\_ **Educational Assistant**--Help develop and present programs for children grades 2-5 on site at the museum or off site at area schools. Educational experience is required.

\_\_\_\_ **Collections Assistant**--Work in research and record keeping. Experience with computers, photography, and scanning is required. Familiarity with PastPerfect collections management software version 5 is desirable.

\_\_\_\_ **Maintenance Helper**--Assist staff with setup for events, on-site programs, and exhibit fabrication. May include heavy lifting and moving artifacts, painting, or carpentry.

**NOTE:** A brief training period on the history of the township, the museum's contents, and the specifics of the position will be provided to each volunteer. Volunteers are also eligible for a recognition program that includes a year-end luncheon.

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Volunteer position applied for \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date of Birth \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

### Days and times available for volunteering (check all that apply)

\_\_\_ Sun \_\_\_ Mon \_\_\_ Tues \_\_\_ Wed \_\_\_ Thurs \_\_\_ Friday \_\_\_ Sat

\_\_\_ 9:00 to Noon \_\_\_ Noon to 4:00 pm \_\_\_ 4:00 pm to 9:00 pm

**Hobbies/interests/skills**

Signature \_\_\_\_\_ Date \_\_\_\_\_

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### Disclosure Statement

By this document, the Hamburg Township Historical Society discloses to you that a consumer report may be obtained for volunteer program purposes as a part of a background check, if applicable, for the volunteer position for which you are applying.

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Waiver for Volunteer Services

By signing below, I hereby waive and release the Hamburg Township Historical Society together with all of its agents, directors, employees, contractors, and volunteers from any liability in the event I should be injured while volunteering for the museum.

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

***If you are under 18, these must be signed by a parent or guardian.***