

Mail to: Gloria FitzSimons, Volunteer Program Manager, One Museum Drive, Greenwich, CT 06830

Bruce Museum Youth Volunteer Application Form

Last Name _____ First _____ Middle _____

Mr. Ms. Mrs. Miss. Dr. _____ Nickname _____

Contact Information

Street _____ Apt. Number _____

City _____ State _____ Zip Code _____

Contact Preference:

Home Phone _____ Business _____ Email _____

Education Include degrees/diplomas and/or current school and grade

Employment Experience _____

Volunteer Experience

Have you ever been a Volunteer? No Yes

Have you ever volunteered with us before? No Yes, if so in what year? _____

Volunteer Activity:
Name of Organization (s):

How did you find out about our volunteer program?

Skills

<input type="checkbox"/> Art/Graphic Design	<input type="checkbox"/> Organize/Coordinate	<input type="checkbox"/> Research	<input type="checkbox"/> Write
<input type="checkbox"/> Data Entry	<input type="checkbox"/> Public Speaking	<input type="checkbox"/> Sales	<input type="checkbox"/> Languages: _
<input type="checkbox"/> Edit copy	<input type="checkbox"/> Photography	<input type="checkbox"/> Teach/Guide	<input type="checkbox"/> Other
<input type="checkbox"/> General Office (Mail/Phones/Fax/Photocopy)	<input type="checkbox"/> (Digital? Yes / No – circle one)	<input type="checkbox"/> Word Processing	
<input type="checkbox"/> Reception Desk			

Preferences

General areas where I'd like to assist (Please see Volunteer Opportunities)

<input type="checkbox"/> Arts & Crafts	<input type="checkbox"/> Museum Store	<input type="checkbox"/> Parent Child Team
<input type="checkbox"/> Office Assistants	<input type="checkbox"/> Reception Desk	<input type="checkbox"/> Other
<input type="checkbox"/> Junior Educators	<input type="checkbox"/> Seaside Center	
<input type="checkbox"/> Membership	<input type="checkbox"/> Special Events	

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Availability

When are you able to start? _____

Please identify the time slots you prefer:

Weekdays:	<input type="checkbox"/> Anytime	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evenings
Weekends:	<input type="checkbox"/> Anytime	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evenings

Personal Reference

Name	Phone	Relationship
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Emergency Contact In the event of an emergency please notify:

Name	Phone	Relationship
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Medical Information

Do you have any medical conditions that would affect your ability to perform your volunteer duties, or that the volunteer office should be aware of? Yes No

If yes, please explain:

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Personal Information

Date of Birth (mm/dd/yr)

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Gender M / F

I certify that the statements made in this volunteer application are true and correct, and have been given voluntarily. I understand that this information may be disclosed to any party with legal and proper interest, and I release the museum from any liability whatsoever for supplying such information. [Please note: the Museum does not release lists of members or volunteers.] I understand that I will not be paid for my services as a volunteer.

I have received the museum's *Code of Ethics* and I agree to abide by the volunteer code of ethics of the Bruce Museum.

Applicant's Signature: _____ Date: _____

OFFICE USE ONLY: Please do not write below this line.

Categories:

Job Assignments:



Youth Volunteer Opportunities

Arts and Crafts Assistants

Creative? Little kids love the Bruce Museum, as there is always some activity to involve them. Help with these creative projects at Family Days and annual Arts / Crafts Festivals.

Museum Store Assistants

Shop 'til you drop? If so, working in our museum store is for you. Display and sell items that range from children's toys to fancy objects. Two hours once a month is the commitment we ask for, but you are welcome, as many do, to work more. Store volunteers are friendly, cheerful and eager to help customers both shop and purchase. Sales not for you? Then help unpack and stock the new merchandise that is always coming in. Store volunteers receive 20% discount on purchases (all other volunteers receive 15%).

Front Desk Receptionists

Friendly? Welcome visitors, answer questions about exhibits, direct guests to the various Museum areas, and answer the telephone.

Assistants to the Seaside Center Naturalist

Like the beach? Become a naturalist at Bruce Museum's Seaside Center at Greenwich Point. Learn and teach visitors about our coastal environment as well as the animals and plants found in Long Island Sound. Assist the Summer Naturalist with educational programs and activities. Training is provided. The Seaside Center is only open during the summer months. Commitment is one 3-4 hour shift per week.

Office Assistants

Want to go behind the scenes? Prefer to socialize? Join the teen mail club after school and get out important announcements. You don't have to be a specialist, just someone who enjoys helping out in a museum environment. Examples would be envelope stuffing, photocopying, labeling envelopes, making phone calls, writing notes, etc.

Junior Educators

Have a fun and rewarding experience as you learn and teach children museum programs as a member of the Neighborhood Collaborative program. Earn money as you train and teach.

Parent - Child Team

Family volunteering is a boon to parents who want to spend comfortable quality time with their children. It gives parents and their 8 – 13 year old children something to talk about as well as something useful and fun to do together while assisting the Museum. Parent - Child Teams help younger children with arts and crafts (we train, no experience required) at family oriented events, or aid the Summer Naturalist at the Seaside Center. Grandparent-Grandchild teams also welcome. A typical commitment is 3 hours per event.