



# CARNEGIE HISTORICAL MUSEUM



(641) 472-6343

fairfieldmuseum@gmail.com

jeffersoncountyheritage.org/carnegie-museum

## Volunteer Form

Full Name \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

### EMERGENCY CONTACT INFORMATION:

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

18 years of age or older? \_\_\_\_\_ Lift up to 40 pounds easily? \_\_\_\_\_ Can you climb 3 flights of stairs? \_\_\_\_\_

Describe your computer skills: Great    Nonexistent    Word Processing Only

Current employment status: full time    part time    retired    student    unemployed    Retired

Your current or most recent employer (*your job title, name of company, address, phone*)

### Special skills, work experience, or training that you think might qualify you for museum work? Circle relevant skills:

Data entry    Information Technology    Graphic Design    Cust. Service    Editing    Proofreading    Housekeeping  
General Office Work    Woodworking    Writing    Display Design    Sewing    Filing    Tour guide    Marketing  
Photography    Videography    Research    Digitizing Analog Media    Transcribing    Family History Research

Other: *Please list and describe*

**Why would you like to volunteer at the Carnegie Historical Museum?** *Use back of page if necessary:*

**The museum is open Tuesday through Friday 11-4 p.m. In addition, on the first Friday of every month, we are open 4-8 p.m. to accommodate those attending Fairfield's "First Fridays" events.** *(Please list the days and times you expect to be available to work.)*

I certify that my statements on this form are true and agree that any falsification or omission by me in connection with this application or attachments thereto shall constitute sufficient cause for termination of any volunteer service/internship resulting therefrom. I authorize the Museum to obtain information concerning me from former employers, schools, and military service, as well as police reports and other legal documents, and I release all concerned from any liability in connection therewith.

I acknowledge that the Carnegie Historical Museum has the right to run a background check on me.

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

Print name \_\_\_\_\_