

# Volunteer Application



**Please Print Legibly!**

Date \_\_\_\_\_

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

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

Phone Number \_\_\_\_-\_\_\_\_-\_\_\_\_ Email Address \_\_\_\_\_

Day(s) available for work: \_\_\_\_\_ Hours: \_\_\_\_\_

Can we consider you available for weekend or evening work? (circle one)      Yes      No

Please share your experience and background in the space below:

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Do you have any special skills or talents?

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**(OVER)**

*The Yamhill County Historical Society & Museum is a charitable 501 (c) (3) organization, tax i.d. #23-7090047.*

**Yamhill Valley Heritage Center** 11275 SW Durham Lane, McMinnville, OR 97128

**Historic Lafayette Site** 605 Market Street / PO Box 484, Lafayette, Oregon 97127

Phone: 503.864.2308

In order of priority (1 being high 3 low), please rank the **top three** areas in which you prefer to work (**Please read carefully before completing this section**):

1. **Administration:** (data entry, correspondence, filing, etc.)
2. **Artifacts Accessioning and Cataloging:** (document, accession and catalog artifact donations. These duties require extraordinary attention to detail and the ability to see a full range of colors.)
3. **Artifacts Preservation and Storage:** (Must have a strong preservation ethic.)
4. **Docent:** (Greet the public, protect the exhibits, and provide security in the Museum.)
5. **Education Programs:** (Covered Wagon Program and curriculum development.)
6. **Events:** (Some evening and weekend work, may involve lifting during set up and take down of chairs tables, etc. Duties can be performed in conjunction with serving as a Docent.)
7. **Exhibits:** (Help research, design, and install exhibits and displays at both Museum sites.)
8. **Library / Archive / Research:** (Assist patrons with research questions, filing and special research projects for exhibits work.)
9. **Maintenance:** (Keep the displays and exhibits in the Museum clean and in good repair, assist with after event clean up and other duties relating to the upkeep of the Museum.)
10. **Marketing:** (Photography, brochure work, website development, writing articles for the *Westside* newsletter, promotional material for special events, and public speaking duties.)
11. **Membership Promotion:** (Promote and encourage membership with YCHS.)
12. **Restoration:** (Requires special technical knowledge to work on agriculture and other equipment belonging to the Society's Permanent Collection. This program will commence upon completion of Phase I of the new Museum Complex, which will include a shop devoted to restoration and maintenance of agriculture and other Museum-related equipment.)
13. **Retail Sales:** (Assist with sales in our future store, and sales of current Society publications.)
14. **Training:** (Train others in areas that could benefit the Society and Museum. Please note your talent below and indicate your willingness to serve as a trainer! )

**Additional opportunities:**

15. **Board of Directors:** (The Society seeks to always have a pool of potential candidates from which to choose new directors that will serve four-year terms. We will keep your contact information in a file for that purpose.)

**RANK THREE AREAS**

	<i>Administration</i>		<i>Library / Archive / Research</i>
	<i>Artifacts Accessioning and Cataloging</i>		<i>Maintenance</i>
	<i>Artifacts Preservation and Storage</i>		<i>Marketing</i>
	<i>Docent</i>		<i>Membership Promotion</i>
	<i>Education Programs</i>		<i>Restoration</i>
	<i>Events</i>		<i>Retail Sales</i>
	<i>Exhibits</i>		<i>Training</i>
<i>Additional opportunities: Please keep my information on file as possible Board of Directors candidate</i>			

*Thank you for taking the time to fill out this volunteer application!*