

# Greene County Museum

## Volunteer Application

### Contact Information

Name  
Street Address  
City ST ZIP Code  
Home Phone  
Work Phone  
E-Mail Address

### Availability

During which hours are you available for volunteer assignments?

Weekday mornings       Weekend mornings  
 Weekday afternoons       Weekend afternoons  
 Weekday evenings       Weekend evenings

### Interests

Tell us in which areas you are interested in volunteering

Administration  
 Events  
 Field work  
 Fundraising  
 Deliveries  
 Phone bank  
 Newsletter production  
 Volunteer coordination

### Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

## Previous Volunteer Experience

Summarize your previous volunteer experience.

## Person to Notify in Case of Emergency

Name

Street Address

City ST ZIP Code

Home Phone

Work Phone

E-Mail Address

## Volunteer Rules and Regulations

### Overview

Due to the sensitivity and intrinsic value of the artifact and archival collections, the Greene County Historical Society has established a museum access policy. This policy serves as a means to protect the collection, buildings and other items of the Greene County Historical Society and the Museum from threat of theft, environmental and other potential harms.

### Site Access to Volunteers and Non-Staff or Non-board members

Due to the multitude of projects at the Greene County Historical Society's Museum and Grounds, the organization understands that access is needed to complete the projects and jobs associated. However, due to the nature of our organization and its collection, the Greene County Historical Society restricts access to museum grounds by any member or volunteer. Therefore, the museum can be accessed by:

1. A volunteer or member can access the project site or volunteer at the museum anytime during regular business hours of 10:00 am to 3:00 pm Monday through Friday or 10:00am to 4:00pm on Saturdays.
2. Access to project site or volunteering is limited to Main Museum Building, Agricultural Barn, and the cabins. Restricted access to the collections storage, the lower library archives, tractor shed and maintenance workshop is available only under the supervision of staff or a board member.
3. Limited access outside of normal business hours is available if the volunteer or member has signed a Project access sheet and scheduled the supervision of a staff member, board member or committee chair outside of regular.

Any unauthorized access to museum grounds will result in the following:

1. First offence- a verbal warning to vacate the premise or fill out appropriate paperwork
2. Second offence- the authorities will be called to remove the person from the premises
3. Third offence- A court ordered cease and desist letter will be delivered against the individual

**Agreement and Signature**

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if i am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)

Signature

Date

**Our Policy**

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.