



Volunteer and Intern Application Form

Date: _____ **School:** _____

Name: _____ **Professor:** _____

Semester: _____ **# of hours:** _____

Address: _____ **City:** _____ **Zip Code:** _____

Email: _____

Phone: (day) _____ **(eve)** _____ **(Emergency Contact)** _____

Professional Reference: (name) _____ **(phone)** _____

Hours Available:

Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.

I am interested in helping the Women's History Museum in the following areas:

Please mark all that apply

- _____ **Administration** (data entry, filing, organization, staffing museum)
- _____ **Archives** (organization of & classification within collections)
- _____ **Exhibits** (research design, installation, dismantling, assist museum curator)
- _____ **Fundraising Campaigns** (grant research & writing, donation solicitation, contributor appreciation)
- _____ **Gift Shop** (design, inventory, locating new merchandise)
- _____ **Library** (cataloging, shelving)
- _____ **Newsletter** (writing, proofreading, acquiring advertisers)
- _____ **Oral History** (interviews, research, transcription)
- _____ **Public Relations & Marketing** (media contact, publicity design, community outreach if events)
- _____ **Speaker's Bureau** (giving presentations, finding guest speakers)
- _____ **Special Events** (set-up, clean-up, greeting visitors, staffing fair booths)
- _____ **Technical Support** (computer/website care & troubleshooting)

Please explain studies, personal experiences, skills, interests, or prior volunteer service and how these experiences might enhance your volunteerism at the Women's History Museum.

- Use back of form if necessary.