

# Volunteer Application



## Contact Information

Name: Last:	First:	Middle Initial:
Address:	City:	Zip Code:
Please supply both and <b>circle your preferred method of contact:</b>		
Phone:	Email:	

## Availability

During which hours are you generally available for volunteer assignments?

- Weekday mornings       Weekend mornings       Work around full-time job  
 Weekday afternoons       Weekend afternoons       Work around part-time job  
 Weekday evenings       Weekend evenings       Work around school schedule  
**I prefer to volunteer:** Weekly       Twice/mo.       On call, as needed

## I am interested in volunteering to make a difference and help make history live!

*Please check the skills you'd like to share or learn about:*

*"S" for skill, "L" for learn*

- Support Operations** (crafts, mailings, office help, data entry, decorate)
- Preserve our Resources** (artifacts, documentation, preservation)
- Preserve our Buildings** (maintenance, building, cleaning, gardening)
- Marketing** (social media, editing, press releases, photography)
- Engage the Public** (events, greeter, docent, musician)
- Manage Business** (accounting, bookkeeping, fundraising)

**Please circle your first preference.**

**List any special skills you have to offer:** \_\_\_\_\_

## Previous Work & Volunteer Experience

Current/most recent employer:	
Your Title/Position:	Years of Service:
Current/most recent volunteer position (name of organization):	
Your duties:	Years of Service:
Education (please indicate HS, College, degree(s) and major field(s) of study):	

## Emergency Contact

First & Last Name:	
Relationship to you:	
Phone:	
<i>Second Phone (optional):</i>	

## Limitations

Are there any limitations on your abilities that you would like to share (i.e., unable to lift heavy objects, or stand for long periods of time, have difficulty on stairs, need wheelchair/walker, etc.)?

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The City of Troy fully supports and complies with the laws which are enacted to protect and safeguard the rights and opportunities of all people, without being subjected or exposed to harassment or discrimination of any kind, including age, national origin, sex, race, religious affiliation, color, height, weight, or marital status.

## Background Information

\*Date of Birth (mm/dd/yy):

\*Driver's License Number: \_\_\_\_\_ -- \_\_\_\_\_ -- \_\_\_\_\_ -- \_\_\_\_\_ -- \_\_\_\_\_

\*Required for background check, along with signature on the back of this page

Have you ever been convicted of a crime? No \_\_\_ Yes \_\_\_ If yes, explain the nature of the offense:

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## Agreement and Signature

I understand that I am volunteering solely for the purpose of helping the Troy Historic Village achieve its mission and goals of educating the public about local and regional history. I agree to abide by all the rules and regulations set forth by the Troy Historic Village and the Troy Historical Society as they relate to the position I am volunteering for and agree to return all equipment at the conclusion of the program. I herewith release and hold harmless the City of Troy and the Troy Historical Society from any and all claims by myself or my family or assignees, which may arise from performance of the duties, for which I am volunteering and while traveling from said duties. I understand that the Troy Historical Society will indemnify me from any and all claims arising from the performance of the duties for which I am volunteering as long as I am following all the rules, regulations, and policies of the society. I understand that smoking on the grounds and buildings is not permitted. I understand that the Troy Historical Society has a zero tolerance alcohol policy, of which I agree to abide by when volunteering, as well as abstaining from any alcohol consumption before my scheduled volunteer time. **I authorize the Troy Historical Society to investigate my background, as is determined necessary for the particular activity for which I am volunteering.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of parent or guardian (minor) Date

### Please Return To:

Jen Peters, Volunteer & Guest Services Coordinator, 60 W. Wattles Rd. Troy MI 48098 [jpeters@thvmail.org](mailto:jpeters@thvmail.org)