

Calvert Marine Museum

Volunteer Council

Personal Data Sheet for Volunteer Service

Name _____ Phone _____ Date _____

Home Address _____

City _____ State _____ Zip Code _____

Work or Other Address _____ Phone _____

City _____ State _____ Zip Code _____

Send mail to _____ home address or _____ work address. ____

Birth date (optional) _____ Email _____

In case of an emergency, call _____ Phone _____

Relationship _____

Please list any health related issues that might affect your volunteer service at the Museum (e.g. allergies, etc.)

To assist us in helping you find a suitable volunteer position which can incorporate and expand your experience, interest, and skills while matching the needs of the museum, please provide the following information.

Training/Education

Work Experience

Volunteer Experience

Hobbies/Interest

Membership in other organizations

Skills

Are you a current member of Calvert Marine Museum Society? _____

The three principle educational and interpretive themes of the Calvert Marine Museum are maritime history, estuarine biology, and paleontology as they relate to our local area. There are volunteer opportunities to work directly in these areas as well as those that maintain and expand the capabilities of the museum. With this in mind, which areas of interest appeal to you as a volunteer? Select as many as you like.

Areas involving contact with the public:

- _____ Discovery Room (educational interaction with children and families)
- _____ Estuarium Touch Tank (supervise touch tank area, answer aquarium questions)
- _____ Information Desk Host (greet visitors in lobby and / or exhibit area, provide information/answers)
- _____ Library/Archives (provide information to users in person or by telephone)
- _____ Lighthouse Tour Guide/Open House Docent
- _____ Museum Store Salesperson
- _____ Paleo Prep Lab
- _____ Otter Mascot (dressing up in otter costume to local parades and special events)
- _____ Outreach Programs (representing the museum at other organizations)
- _____ Oyster House Docent
- _____ Special Events (refreshment server, decorator, photographer, set-up, etc.)

Areas mainly working behind the scenes:

- _____ Aquarium (collecting specimens, maintenance, live exhibit care)
- _____ Baking/Cooking
- _____ Boat Repair/Restoration
- _____ Clerical (bulk mailings, clipping service)
- _____ Curatorial (maintaining collections and equipment, cataloging, transcription, fossil/shell preparation)
- _____ Discovery Room Work Group (maintain and create displays for the Discovery Room)
- _____ Exhibit Preparation/Construction (carpentry, painting)
- _____ Library/Archives (filing, research, cataloging)
- _____ Maintenance (painting, yard work, repairs, lighthouse cleaning)
- _____ Museum Store (display and stocking)
- _____ Office (typing, word processing, filing, telephone)
- _____ Sewing (maintaining and creating costumes for the Discovery Room)
- _____ Training Volunteers

Non-relative References

1. Name _____ Phone _____ Relationship _____

Address _____

City _____ State _____ Zip _____

2. Name _____ Phone _____ Relationship _____

Address _____

City _____ State _____ Zip _____

I give my permission to the Calvert Marine Museum to contact these persons for a character reference, and I release all such persons, organizations, and institutions from any claims for damages or otherwise by reason of furnishing such information and records. It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and volunteer involvement.

Signature of Applicant _____ Date Signed _____

Statement of Volunteer Commitment

The volunteer organization support the museum is known as the Calvert Marine Museum Volunteer Council, which is part of the Calvert Marine Museum Society, Inc., a non-governmental organization dedicated to the support of the museum. The objectives of the CMM Volunteer Council are to recruit and promote the effective use of volunteer services for the museum, to act as an agency through which volunteers may contribute to the ideals and purposes of the museum, and to foster unity among the volunteers.

As a member of the Calvert Marine Museum Volunteer Council, I understand that I will:

- a. initiate and/or maintain membership in the Calvert Marine Museum Society, *
- b. complete a minimum of twenty-four hours of volunteer service within each calendar year,
- c. complete any orientation and training required,
- d. uphold the objectives of the CMM Volunteer Council as stated in its bylaws.

(Signature)

(Date)

* In lieu of purchasing a membership, a membership may be earned by completion of at least 50 hours of volunteer service each year. Annual totals for the current calendar year are applied towards an individual membership for the following calendar year.

2/10/91
rev 5/23/91, 12/17/93, 1/7/93