

Gaar House & Farm Museum - Volunteer and Intern Application

Instructions: Print and fill out both pages of this form. Please return the form to the Gaar House Museum at:

The Gaar House Museum. Attn: Volunteer Coordinator
2593 Pleasant View Road
Richmond, IN 47374

The following information will help the museum evaluate prospective volunteers and interns and match them with meaningful positions. All information provided is confidential. Placement will be made after interviews with the candidate and their acceptance.

** Answers to asterisked questions are not required; your answers will help us determine the diversity of our staff.*

Date of Applications:	
Name:	
Address: City: ST: Zip:	
Home/Cell Phone: Email:	
*Date of Birth: *Sex: M / F	
*Ethnic Origin: ---African-American ---Asian ----Caucasian ---Latino Other:	
Foreign Language: Hobbies:	
Are you a member of the Gaar Museum Society? Y / N	
Emergency Contact Name: Relationship:	
Home Phone: Business Phone:	
Have you ever been convicted of a crime? If yes, please indicate the nature of the crime, and court disposition:	
Please list any medical restrictions, allergies, or requirements that may effect your volunteer / intern work.	

Educational Data	Name & Location of Institution	Major or Field of Study
High School		
College or University		
Graduate School		
Trade School or Special Training		

Employment Current Employer's Name:	
Position/Title: Start Date:	
Supervisor's Name and Title:	
Phone Number: Address:	

Reference Name	Phone Number	Relationship
1		
2		
3		

Interest:
Areas of interest: --- Visitor Services ---- Exhibits ---- Grounds and Farm ---- Office Work
Hours available for volunteering / interning: (from / to) ----/---- Monday ----/---- Tuesday ----/---- Wednesday ----/---- Thursday ----/---- Friday ----/---- Saturday ----/---- Sunday
Please indicate the statements that best describe how you feel about your donated time: 1. ---- I would like to volunteer or intern on a regular basis at least 2 -4 hours a week. 2. ---- I would like to volunteer once a month for 2 - 6 hours at a time. 3. ---- I would like to volunteer for special events or special projects only. 4. ---- I would like to be on the volunteer mailing list and be made award of individual opportunities to donate my time. 5. ---- None of the remarks describe my situation. Please explain:
Please provide a brief statement regarding your objectives in seeking a Volunteer or Intern position at the Gaar House & Farm Museum.

Signature _____ Date _____

For Office Use Only: Interviewed by: _____ Date: _____
Date to Start: _____ Area: _____
Requirements:
Follow-up Comments: