

# Napa Valley Museum Volunteer/Intern/Docent Application

## Personal Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email: \_\_\_\_\_ Birthday (month and day only): \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

What inspired you to volunteer/intern at the Napa Valley Museum?

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## Experience/Background

(Attach resume if applicable)

Education, Degrees, Areas of Study:

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Related Training/Coursework:

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Work Experience: Most Recent Employer \_\_\_\_\_

Position Held: \_\_\_\_\_ Years of Service \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Years of Service \_\_\_\_\_

Position Held: \_\_\_\_\_

Volunteer Experience:

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Hobbies/Interests: \_\_\_\_\_

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Do you speak, read, or write a foreign language \_\_\_\_\_

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**Tasks that you consider yourself to be good at:**

Organizing\_\_\_\_ Public Speaking\_\_\_\_ Food and Beverage Preparation\_\_\_\_

Helping Visitors/Answering Questions\_\_\_\_ Merchandising \_\_\_\_

Computers/POS Terminal\_\_\_\_ Other \_\_\_\_\_

**I am interested in a position as a:**

Volunteer

Docent

Intern

**How familiar are you with the following computer programs?**

	<b>Basic</b>	<b>Intermediate</b>	<b>Proficient</b>	<b>Expert</b>
MS Word				
Excel				
Past Perfect				
Google Docs, Sheets, etc.				
Photoshop or other graphics program				
Other				

**Positions Desired/Availability**

I am interested in the following areas of involvement (*please check all that apply*):

- \_\_\_\_ Visitor Services/Front Desk
- \_\_\_\_ Office Assistance
- \_\_\_\_ Marketing
- \_\_\_\_ Tool and Hardware Organizing
- \_\_\_\_ Museum in the Classroom Presenter
- \_\_\_\_ Educational Outreach
- \_\_\_\_ Special Events/Programs
- \_\_\_\_ Exhibitions/Collections Management
- \_\_\_\_ Gallery Docent

What day(s) would you prefer to volunteer?

\_\_\_ Mon \_\_\_ Tues \_\_\_ Wed \_\_\_ Thurs \_\_\_ Fri \_\_\_ Sat \_\_\_ Sun

Shift preference?

\_\_\_ AM \_\_\_ PM

What is your location preference? Yountville \_\_\_\_\_ The MAC St Helena\_\_\_\_\_ Either\_\_\_\_\_

**Reference of someone not related to you:**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email address \_\_\_\_\_

The Napa Valley Museum Yountville is an equal opportunity employer and makes volunteer decisions on the basis of merit. The museum complies with all applicable laws prohibiting discrimination.

I wish to apply for a volunteer position at the Napa Valley Museum Yountville. If I am accepted, I acknowledge my responsibility to adhere to the policies of the museum and make a commitment to the conscientious performance of my duties.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_