

# 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 (please circle one):**

Volunteer

Docent

Intern

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

	Basic	Intermediate	Proficient	Expert
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

\_\_\_\_\_ Educational Outreach

\_\_\_\_\_ Office Assistance

\_\_\_\_\_ Special Events/Programs

\_\_\_\_\_ Marketing

\_\_\_\_\_ Exhibitions/Collections Management

\_\_\_\_\_ Tool and Hardware Organizing

\_\_\_\_\_ Gallery Docent

\_\_\_\_\_ Museum in the Classroom Presenter

What day(s) would you prefer to volunteer/intern?

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

Shift preference?

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

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

**INTERNSHIP APPLICANTS ONLY:**

College or University you're currently attending: \_\_\_\_\_

In what month/year would you like to start? \_\_\_\_\_

What is your major or degree? \_\_\_\_\_

Expected graduation month/year \_\_\_\_\_

Are you looking to fulfill a graduation requirement? \_\_\_\_\_

**\* If this is to fulfill a requirement or for credit, we will need a copy of your school's program outline.**

**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. 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:** \_\_\_\_\_