

Date \_\_\_\_\_



# Volunteer Questionnaire

## Personal:

Name:	Employer:
Address:	Cell Phone:
City:	Home Phone:
State:	E-mail:
Zip:	Preferred form of contact:

Are 18 years of age or older?  Yes  No

Have you ever been convicted of a crime more serious than a minor traffic violation?  Yes  No

(A criminal record does not constitute an automatic bar to being accepted as a volunteer.)

If yes, please specify date, charge, and action taken:

Person to contact in case of emergency:

Name:	Home Phone:
Relationship:	Work Phone:

## Education/Experience:

High School       Attending College       College Graduate       Technical / Trade School

Degree(s)/Certification:

I am now studying at:

Subject/Major:  Full Time       Part Time

Why do you wish to volunteer at the Indiana Historical Society?

How did you hear about volunteer work at the Society?

Date \_\_\_\_\_

Do you have previous historical society/museum experience?  Yes  No

If yes, where have you worked and in what capacity?

What type of projects do you prefer? (*Check all that apply*)

- Long term projects
- Short term projects
- Ongoing projects
- One time projects

Type(s) of volunteer opportunities interested in:

- Conservation Lab Assistant
- Library Assistant
- Special Events
- Programs Assistant
- Tour Guide
- History Market

Are there kinds of projects you would like to avoid?  Yes  No

If yes, please list:

List any experience and/or special skills that you can bring to us

Most Recent Relevant Volunteer Experience:

<b>Organization Name</b>	<b>Dates of Service</b>	<b>Volunteer Duties</b>

Date \_\_\_\_\_

**Availability:**

Which days would you like to work? *(Please circle.)*      What time of day would you prefer? *(Please circle.)*

M    T    W    TH    F    SAT    SUN

Mornings      Afternoons      Evenings

I certify that the statements made in this volunteer application are true and correct, have been given voluntarily, and understand that misrepresentation is just cause for dismissal. I understand that a background investigation check may be made whereby information may be obtained through personal interviews, a police-criminal records check, and other sources that have information about me. I hereby grant permission and consent to any such verification and investigation, agree to cooperate in same, and release from all liability or responsibility all persons, organizations, companies, and corporations collecting and supplying information.

My services are donated to IHS without contemplation of compensation or future employment and given with charitable reasons. I understand that failure to follow IHS policies and procedures may be grounds for dismissal.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Opportunities for volunteers are provided without regard to religion, creed, race, national origin, age, gender, or disability.

*For questions contact the Coordinator of Volunteer Services at  
volunteers@indianahistory.org or  
317-234-7640*

*Return completed questionnaire to volunteers@indianahistory.org or  
Eugene and Marilyn Glick Indiana History Center  
Attn: Volunteer Coordinator  
450 W. Ohio Street  
Indianapolis, IN 46202*