



**100 Glenview Road
P.O. Box 383, Spring Grove, PA 17362
(717) 225-0732**

Please fill out this form and return to Spring Grove Area Historical Preservation Society (SGAHPS) to receive consideration for a volunteer position. You may mail this form to our mailing address, attach it to an email at executivedirector@sgahps.org or drop it by our office.

SGAHPS is a 501(c)(3) organization working in the Spring Grove area to provide a historical legacy for this and future generations of Spring Grove area residents. We invite volunteers over the age of 16 and of any race or creed to engage in assisting our staff at our site, online, and by providing various services. Volunteers ages 16-18 yrs. of age will require a parental signature in addition to the volunteer's name at the bottom of the second page.

After we receive your application, we will contact you and arrange for an interview in person or by phone with our executive director. All information on this form will be kept confidential and will help us find the perfect volunteer project for you. Please be advised that, since we work with school aged children, adults 18 yrs and over, require the following 3 clearances: Pennsylvania Child Abuse History Clearance, Pennsylvania State Police Criminal History Clearance, and Federal Bureau of Investigations (FBI) Criminal History Clearance. We will advise how this may be done in the most efficient way.

Volunteer Application Form

First Name: _____

Last Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Employer (if applicable) _____

Date of Birth: _____

Do you have skills, special interests, or experience that you would like us to consider when placing you into an appropriate position?

Turn over to complete →

Here are some of the volunteer positions we offer. Please check the ones you would be most interested in.

- Office help (routine office tasks on a specific day of the week).
- Events (fundraising events, member get togethers, celebratory events).
- Fundraising (may involve telephone calls, writing thank you notes, or grant writing).
- Communications (writing copy for publications and fundraising messages. Social media experience appreciated).
- Working with artifacts—sorting, scanning, recording, labeling, moving
- Teaching (how to use a computer, how to use social media, how to use Zoom, Facetime, and other communication apps).
- Museum Education—Docent, working with public discussing our collection (Training available)
- Genealogy
- Cleaning and maintenance
- Display building, carpentry, digital display, other skills necessary for program construction.

What days are you usually available? Mon: Tues: Wed: Thurs: Fri: Sat: Sun:

How many hours are you available per week? Do you prefer Morning? Afternoon?

Please describe any physical limitations:

Emergency contact:

Name: _____ Phone: _____

Relationship: _____

Liability Release:

As a volunteer of Spring Grove Area Historical Preservation Society, I agree to abide by all policies and procedures as spelled out in the volunteer handbook. I understand that I volunteer at my own risk and neither the organization nor its employees assume any liability for any accidental injury or health problem arising from volunteer work I perform for the organization. I agree that all work I do is on a volunteer basis, and I am not eligible to receive any monetary payment or reward.

Signature:

Date:

(Parental signature if under 18 years old)
