



**New England Electric Railway Historical Society
Seashore Trolley Museum**

195 Log Cabin Road, PO Box A, Kennebunkport, ME 04046
Trolleymuseum.org

Volunteer Application Form

Our Core Values

- Extend **COURTESY** and **GOOD WILL** to members, employees, Museum visitors, vendors and contractors, public officials and neighbors of the museum.
- **RESPECT** and **TRUTH** are honored and expected.
- Personal ambitions and interests are secondary to **GROUP HARMONY** and **PRODUCTIVITY**.

STM's responsibilities to our Volunteers

- We attempt to match volunteers with opportunities for which they are qualified and interested.
- We will be clear about who will train and supervise your activities.
- We will have projects for you to work on at the times we agreed to.

Volunteer Responsibilities

- Volunteers must be current Members in good standing
- Keep the Visitor Experience in mind at all times, and help STM make every Visitor's time on our campus safe, enjoyable, and informative.
- You are an Ambassador for STM. Please represent us favorably in Action, Word, and Appearance when you are on our campus. Speak well of us wherever you are.
- Please let us know if you cannot complete tasks for which you volunteered or cannot be here at times for which you were scheduled.
- Please prepare and turn in volunteer time sheets; we rely on these to maintain our non-profit status.
- Follow Volunteer protocols:
 1. Before a volunteer undertakes a self-directed project, they must get approval from the employee or officer responsible for the affected area.
 2. No parts are to be discarded or moved without the express approval of the Parts Department.
 3. No demolition or restoration movement of any museum vehicle or artifact is to occur except under the direction or supervision of the Manager of Restoration Shop or the head of the affected collection.
 4. No changes to any Museum building or grounds will occur without the express approval of the Executive Director or a Trustee, or Manager of Restoration Shop in the case of the Town House Restoration Shop.
 5. Care must be taken in relocating artifacts to prevent damage.

Volunteer Assurances By signing this form I am certifying that I have read and will adhere to the **Core Values** and **Volunteer Responsibilities** noted above, and the **NEERHS Harassment Policy**.

Signature

Date

First Name _____

Last Name _____

Street Address _____

City _____ State (abbrev) _____ Zip _____

Email _____

Phone (home) _____ Phone (other) _____

Please note all positions of possible interest to you: Docent _____ Musician/Singer _____

Museum Store and Visitor Center _____ Volunteer Services & Administration _____

Operations (Operator/Conductor)(Driver's License in State of Residence required for Motorman) _____

Restoration Shop _____ Buildings & Grounds _____ IT _____

Library/Archives _____ Other _____

Where did you attend High School? _____

College and /or specialized training programs completed

Experience / Interests that relate to Volunteer Opportunities at Seashore Trolley Museum

Previous Volunteer Experience _____

Tell us why you would like to volunteer at Seashore Trolley Museum _____

Please provide the names and phone #'s or email addresses of two references, other than family members:

Reference

1: _____

Reference

2: _____

Emergency / Medical Emergency Contact: Name _____

Relationship _____

How can we best contact this person in an emergency? _____

Please indicate times you are available to volunteer:

If seasonal, what months? _____

How many hours per week, and what days per week might you be interested in volunteering?

One or limited time availability (please specify)

Are you interested in volunteering for special events?

Weekdays _____ Evenings during the week _____ Weekends _____

Other information you want us to know

