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WYANDOTTE MUSEUM

Monday, March 5, 2018

Wyandotte Historical Society Members –

Greetings! I am reaching out to you to join our corps of volunteers. Being members of the Wyandotte Historical Society, I know you have a passion for local history and culture and I would love to see you at our beautiful campus of historical homes. At the Wyandotte Museum, there are a variety of volunteer opportunities to choose from; there's something for everyone!

Those interested in a behind-the-scenes view of the museum may enjoy Collections Care, as they assist staff with the care and inventory of our archives and 3D collections. Volunteers in our Docent Program are outgoing people who lead tours of the museum and educate visitors on our unique heritage. Additionally, those who volunteer at our special events and programs engage the public through a range of fundraisers throughout the year. A more detailed list of volunteer opportunities follows below.

The benefits of volunteering one's personal time or resources to the betterment of a community are well documented. The intrinsic value of making a difference, learning and developing new skills, meeting new people, making network connections, or even simply building your resume and gaining work experience, the reasons for volunteering are as varied as the individual seeking to give their time. The Wyandotte Museums offers many avenues by which citizens past and present are able to give back to their community.

Volunteers can work both regular schedules and occasional hours. Send an email to [museum@wyan.org](mailto:museum@wyan.org), call the office at **734.324.7284**, or simply mail back the enclosed Volunteer Interest Form and we can discuss your interests and our needs. I am excited to work with you to care for and promote the Wyandotte Museum!

Respectfully,

Sarah Jordan  
Museum Director  
City of Wyandotte

Enclosure(s)

2624 Biddle Avenue • Wyandotte, Michigan 48192 • 734.324.7284 • Fax 734.324.7283 • [museum@wyan.org](mailto:museum@wyan.org)

[www.wyandottemuseums.org](http://www.wyandottemuseums.org) • [www.wyandotte.net](http://www.wyandotte.net)

## WYANDOTTE MUSEUM VOLUNTEER OPPORTUNITIES

### **Archive Assistance**

Volunteers are needed to assist in cataloging, sorting, and preserving archival materials owned by the Museum.

- 80% Sitting/20% Standing
- Must be able to lift 15 pounds
- Must have basic computer skills and research experience.

### **Carpentry**

Volunteers are needed to perform carpentry at the Museums Campus.

- 20% Sitting/80% Standing
- Carpentry skills required

### **Cleaning**

Volunteers are needed to clean the Museum. Tasks include: Dusting, vacuuming and light household chores.

- 20% Sitting/80% Standing
- Must be able to lift 15 pounds

### **Collections Management**

Volunteers are needed to assist in the inventory, cataloging, photographing, and sorting of historic artifacts.

- 80% Sitting/20% Standing
- Must be able to lift 15 pounds
- Must have basic computer skills and research experience.

### **Painting**

Volunteers are needed to paint the hundreds of spindles on the porch of the Wyandotte Museums. Volunteers must have prior painting experience.

- 20% Sitting/80% Standing

### **Special Events & Programs**

Volunteers are needed to work our Special Events and Programs. Volunteers are needed to perform a variety of tasks at these events including set up, taking tickets, engaging with the public, and cleaning up after events.

- 20% Sitting/80% Standing
- Must be able to lift 15 pounds

### **Tour Guides**

Volunteers are needed to assist with museum tours. Volunteers will lead tours of the Ford-MacNichol Home. You must be outgoing, and have an interest in history.

- 20% Sitting/80% Standing

### **Yard Maintenance**

Volunteers are needed to perform light gardening, landscaping, and raking on the Museum Campus.

- 20% Sitting/80% Standing

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## Wyandotte Museum: Volunteer Interest Form

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

Address: \_\_\_\_\_

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_

Email Address: \_\_\_\_\_

The best way to contact me is:  Phone  Email

### Areas of Interest

*(Please check all that apply)*

- |   |  |
|---|--|
| <input type="checkbox"/> Archive Assistance<br><input type="checkbox"/> Carpentry<br><input type="checkbox"/> Cleaning<br><input type="checkbox"/> Collections Management | <input type="checkbox"/> Painting<br><input type="checkbox"/> Special Events & Programs<br><input type="checkbox"/> Tour Guides<br><input type="checkbox"/> Yard Maintenance |
|---|--|

Special skills or interest: \_\_\_\_\_

How many hours per week do you plan to volunteer? \_\_\_\_\_

How long do you plan on volunteering? \_\_\_\_\_

I am available the following times: *(Please check all that apply)*

	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays	Saturdays	Sundays
<b>Morning</b>							
<b>Afternoon</b>							
<b>Evening</b>							

**If you are volunteering to fulfill a requirement, please provide the following information:**

Total service hours: \_\_\_\_\_ Service hours completion date: \_\_\_\_\_

Can you complete your service at more than one organization?  Yes  No

**Please return your completed form to one of the below:**

1. Email a copy to [museum@wyan.org](mailto:museum@wyan.org)
2. Fax a copy to 734.324.7283
3. Mail a copy to:  
 Wyandotte Museum  
 2624 Biddle Avenue  
 Wyandotte, MI 48192

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