



# Cable Natural History Museum

PO Box 416 • Cable, WI 54821 • [www.cablemuseum.org](http://www.cablemuseum.org)

Phone: 715-798-5127 • Fax: 715-798-3828 • E-mail: [info@cablemuseum.org](mailto:info@cablemuseum.org)

## Sign up to Volunteer!

Volunteers are involved in all aspects of the Museum and are critical to the achievement of our mission. Please tell us about you and your interests!

Date: \_\_\_\_\_

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

Primary Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Secondary Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Phone #: \_\_\_\_\_ Secondary Phone#: \_\_\_\_\_

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

Museum Member?  Yes  No

Please check all that apply:

### **Program/Mission**

*(teaching, exhibit, docent)*

- accreditation (research & individual projects)
- cataloging collections inventory
- cataloging Museum inventory
- exhibit building (carpentry skills)
- gardening/landscaping
- greeting visitors and orienting them to the museum (docent)
- Museum tours (field trips)
- natural history (research)
- program leader (share your knowledge)
- program support (help with programs)
- research on a specific subject
- sewing (costumes for exhibits & float)
- store clerk (Museum Shop)
- working with children (Jr. Naturalist Program)
- writing skills (newsletter/visitor guide/nature columns)

### **Fundraising/Events**

*(Garden Tour, Auction, Campaign)*

- special Events
  - \_\_baking/cooking
  - \_\_bartender
  - \_\_decorating
  - \_\_hosting-Dinner Auction
  - \_\_hosting-Garden Tour
  - \_\_floral arrangement
  - \_\_planning
  - \_\_serving food

\_\_set up/take down

- Fundraising
  - \_\_campaigns
  - \_\_membership
  - \_\_solicitation of auction items

### **Administrative/Governance**

*(office, maintenance, committees)*

- board governance
- committee work
  - \_\_fundraising events
  - \_\_Garden Tour
  - \_\_landscape
  - \_\_Museum Shop
  - \_\_education
- computer skills
  - \_\_data entry
  - \_\_MS Word
  - \_\_MS Excel
  - \_\_MS Access
  - \_\_MS PowerPoint
  - \_\_Macintosh
  - \_\_internet research
  - \_\_Quark
  - \_\_PhotoShop
  - \_\_Quickbooks
  - \_\_website design
  - \_\_other, \_\_\_\_\_
- facilities maintenance
- office support (check all that apply)
  - \_\_answering phones

- bulk mailings (folding/sealing/stamping envelopes)
- creating publicity (for events/programs)
- filing
- word processing

- organizing (storage; archive newsletters)
- painting/staining (exhibits; new building)
- web design/maintaining web site

Please check months available for volunteerism:

- January
- February
- March
- April
- May
- June
- July
- August
- September
- October
- November
- December

Please check hours interested in volunteering **per month**:

- 1-5
- 5-10
- 10-15
- 15-20
- 20-25
- 25-30
- Over 30

What special skills do you have to offer the Museum as a volunteer: (i.e.: basket weaver, master gardener, bookkeeper, musician, artist, birder, botanist, computer specialist):

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We enjoy recognizing our volunteers whenever possible. Do you mind if we use your name in publications?

- Yes
- No

**What motivates you to volunteer?**

- enjoy doing meaningful work/making a difference
- learn something new
- I believe in the Museum's mission
- enjoy meeting new people and making friends
- spending time in a social place
- flexibility in scheduling
- the ability to volunteer with my family
- other \_\_\_\_\_

**Contact me:**  Immediately  In the months indicated

**Please mail this completed form to:**

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