

# Volunteer Information

## Heart Mountain Wyoming Foundation

Return form to: [info@heartmountain.org](mailto:info@heartmountain.org) or 1539 Road 19, Powell, WY 82435

### One Day Volunteer

We are grateful for any contribution of time and skills you are able to provide. Please complete the Personal Information and signature section below. All volunteers will also be required to complete a Release Form before beginning work. If you would like to join us as a longer-term volunteer, we invite you to complete the Full Application below.

If you have concerns throughout the day, especially if you observe any safety hazards, please let one of our staff know. Need help with a task or unsure about something? Just ask! Our goal is to have a safe, productive and fun day.

### Personal Information

Name  Mr.  Mrs.  Ms. \_\_\_\_\_

Street address, City, State, Zip: \_\_\_\_\_

Telephone number(s) Best: \_\_\_\_\_ Alt: \_\_\_\_\_

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

Best time to contact you: \_\_\_\_\_

Emergency Contact Name/Number: \_\_\_\_\_

*I understand that by completing and submitting this form, I am asking for consideration as a volunteer only for the Heart Mountain Wyoming Foundation and there is no expressed or implied offer of regular employment.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Signature of Parent or Guardian (if under 18 years of age) \_\_\_\_\_

### Optional: Full Application for Ongoing Volunteerism

Thank you for your interest in becoming a regular volunteer with the Heart Mountain Wyoming Foundation (HMWF). The HMWF has many needs for prospective volunteers. Please let us know which area(s) you are interested in:

- |   |  |
|---|--|
| <input type="checkbox"/> Communications and Marketing     | <input type="checkbox"/> Docent                |
| <input type="checkbox"/> School groups                    | <input type="checkbox"/> Gardening             |
| <input type="checkbox"/> Custodial/Facilities Maintenance | <input type="checkbox"/> Grounds keeping       |
| <input type="checkbox"/> Tour groups                      | <input type="checkbox"/> Office assistance     |
| <input type="checkbox"/> Special events                   | <input type="checkbox"/> Conference assistance |
| <input type="checkbox"/> Archives/Collections             | <input type="checkbox"/> Other: _____          |

### Availability

What type of commitment can you make?

- Weekly    Monthly    Seasonal (Summer / Fall / Winter / Spring)    Occasional

Will you be using your volunteer time to fulfill any academic or community service requirement?   Y / N

- If yes:    Class project    Internship    Merit badge or similar    Community service: School / Court

Please indicate the specific hours you are available in the table below.

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>AM</b>					
<b>PM</b>					

If you are not available on a weekly basis, please tell us when you would like to volunteer (including weekends):

Please note any exceptions or considerations that might affect our volunteer scheduling (planned trips, school breaks, seasonal resident, transportation/driver dependent, etc.):

# Volunteer Information

## Heart Mountain Wyoming Foundation

Return form to: [info@heartmountain.org](mailto:info@heartmountain.org) or 1539 Road 19, Powell, WY 82435

**Special Skills** or  See resume

- Archival work such as holdings maintenance, processing, or description
- Museum or archeological work involving the handling, preservation, or conservation of objects and artifacts
- Exhibit or gallery experience
- Facilities management/handyperson
- Design, communications or journalistic experience
- Advanced technological skills (Please specify: \_\_\_\_\_)
- Gardening and/or landscaping
- Education (Please specify: \_\_\_\_\_)

Please list any other skills or particular interests related to volunteering or  see resume:

**Education** or  See resume

Level	Name & Location of Institution	Major/ Subject	Years Attended	Graduated/ Diploma
High School				Y / N
Associate or Undergraduate				Y / N
Graduate				Y / N
Other				Y / N

**Work/Volunteer Experience** or  See resume

Employer/Organization	Position or Primary Duties	From / To	Volunteer?
			Y / N
			Y / N
			Y / N

**Languages (including ASL and Braille)**

- \_\_\_\_\_ **Speak and Understand**     Fluent    Proficient \ **Can translate**    Easily    Passably
- \_\_\_\_\_ **Speak and Understand**     Fluent    Proficient \ **Can translate**    Easily    Passably

**References**

**Please list two people who know about your ability and knowledge.** It is important that you provide the names of two individuals (not family) who can be contacted to discuss your qualifications for a volunteer position. They will be informed of the reason for the contact.

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email \_\_\_\_\_  
 Relationship? \_\_\_\_\_

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email \_\_\_\_\_  
 Relationship? \_\_\_\_\_