

Moffett Field Historical Society Museum



Volunteer Program Application

Our Mission:

To acquire and display artifacts which illustrate the roles performed by and tell the stories of the various military and NASA Commands assigned to, or operating out of Moffett Field, and thereby to educate the public about and preserve for future generations the airfield's rich and important heritage.

Come join us, and be a part of our Volunteer family. Enjoy the rich history that the Moffett Field Historical Society and Museum provides. Learn about the Missions that operated from Moffett Field in defense of our Nation, and the War Heroes, Historic Aircraft and the men and women who supported these missions.

Our Volunteers work in the following areas: tour guides and docents, exhibit construction and maintenance, office work, front desk, events, gift shop, helping with the library, museum maintenance, or aircraft restoration, as well as promoting and advancing the Moffett Field Historical Society. If this appeals to you, the Moffett Museum is the place for you. If you enjoy meeting people and have a love of history and airplanes, then be part of our team. We have fun, and the friendships you make here will last a lifetime.

We appreciate our volunteers. Without them, we couldn't run the museum.

Volunteer Application Form

Name: _____ **Date:** _____

Local Address: _____ **City:** _____ **Zip:** _____

Home phone: () _____ **Alternate phone:** () _____ **work or cell.**

Email: _____

Date of Birth: _____

Member of MFHS?: No ____ Yes ____ **Annual** ____ **Life** ____

Begin date: _____

Department: _____

Interviewed by: _____

Why do you want to volunteer? _____

page 1 of 2

Moffett Field Historical Society Museum

Museum Hours: Wednesday through Saturday, 10 am -3 pm

P.O. Box 16, Moffett Field, CA 94035-0016 **t:** 650/964-4024 **f:** 650/964-4028 **e:** moffettmuseum@sbcglobal.net

www.moffettfieldmuseum.org

From lighter than air ... to faster than sound ... to outer space.

Please circle the number of days you prefer to work.

1, 2, 3, 4 or 5 day(s) per week

(or)

1, 2, 3, 4, 5, 6 or 7 day(s) per month.

Preferred day(s) to work: Tue, Wed Thu Fri Sat

Area(s) of interest: Check all that apply.

(You do not need prior experience in these areas to volunteer.)

- Exhibits Society Office Front Desk Gift Shop Library
- Facility Maintenance Aircraft Restoration Public Relations Fund Raising
- Social Network Maintenance Model Railroad Ops/Maint.

JOB DUTY DESCRIPTIONS

Aircraft Restoration: Sanding, Corrosion Control, Painting, Washing/Polishing/ Cleaning aircraft. Metal work/fabrication, Upholstering, etc. (Tue, & Sat) 10 am – 3 pm

Exhibits: Painting, fabrication, cleaning, etc. (Tues & Sat) 10 am – 3 pm.

Community Outreach/Speakers Bureau: Represent the MFHS and Museum at community events by working at museum tables/booths, and by presenting the history of Moffett Field at local service group meetings. (Hours tbd)

Facility Maintenance Care, cleaning and dusting of display cases; cleaning of staff room and toilets; vacuuming of carpeted areas and sweeping of other floors; cleaning of museum exterior areas; plus minor repairs, etc. (Tues-Sat) 10 am – 4 pm.

Front Desk: Admissions, cash register operation, visitor information, etc. (Wed - Sat) 10 am–3 pm.

Society Office: Answering phones, filing, stuffing envelopes, assisting staff, special projects, etc. (Wed-Fri) 10 am- 3 pm.

Gift Shop: Cash register operation, receiving, inventory stocking, pricing, customer service, answering phones, daily cash drawer balance, etc. (Wed - Sat) 10 am – 3 pm.

Library: Data entry, accessioning, cataloging, filing, cleaning, etc. (Wed - Sat) 10 am – 3 pm.

Tour Guide: Providing Museum tours to our visitors, identifying the historic nature of all display areas. Training program provided. Knowledge/interest in local and military history of the various periods; the aircraft flown in support of national defense; and the men and women who served are a plus.

Person(s) to notify in case of emergency:

Name: _____

Home Phone: () _____

Work or Cell: () _____

Name: _____

Home Phone: () _____

Work or Cell: () _____