Connecticut Trolley Museum
PO Box 360
58 North Road
East Windsor, CT 06088-0360
Phone: 860-627-6540
office@ct-trolley.org

Volunteer Application

Personal Information

Name _____ Date _____

Street 1 _____ Street 2 _____

City _____ State _____ Zip _____ Email _____

Phone _____ Full Birthdate _____

Minors must be aged 14 or older to Volunteer at the Museum. Volunteers aged 14 must have a parent or legal guardian present and remain with minor at all times. Volunteers ages 15-17 can volunteer at the Museum under the following rule: The minor must be accompanied by a minimum of two volunteers who are age 18 and older. This applies to all tasks and responsibilities undertaken on the property. No Museum Employee or Volunteer shall be alone with a minor.

Interest

Please indicate which departments you may be interested in

Visitor Services

- ☐ Operations - *motorman, conductor, dispatch*
- ☐ Tour Guide - *docent, host, information desk*
- ☐ Special Events - *planning, decorating, staffing*
- ☐ Collection - *exhibits, accession/deaccession, evaluation*
- ☐ Model RR - *planning, construction, operation*
- ☐ Gift Shop - Cleaning, restocking

Clerical

- ☐ Development - *Fundraising, Grant writing, soliciting*
- ☐ Library - *Catalog, organize, shelving*
- ☐ IT - *Network, Software, repair*
- ☐ Office - *Filing, Stuffing Envelopes, Organizing*
- ☐ Education/Outreach - *educational activities*

Maintenance

- ☐ Car Shop - *repair, restoration, carpentry*
- ☐ Motor Pool - *care of rubber-tire vehicles*
- ☐ Track - *construction, repair, maintenance*
- ☐ Signal System - *overhead wires, relays, signals*
- ☐ Grounds - *gardening, landscaping, snow*
- ☐ Building - *painting, electrical, plumbing, etc.*
- ☐ Cleaning - *floor, windows, counters*

Availability

Please check the box(es) when you are available

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
AM							
PM							
Eve							

Previous volunteer experience:

Relevant licenses, permits, or registrations: If any have been suspended or revoked, please explain and provide dates.

Skills, abilities, experience in related fields:

Have you previously worked and/or volunteered for another railway entity? ☐ Y ☐ N

If so, please provide entity names, dates of service, and reason for leaving:

I would like to track my hours towards community service: ☐ Y ☐ N

Reference #1: _____ Relationship:_____ Phone: _____

Reference #2: _____ Relationship:_____ Phone: _____

Reference #3: _____ Relationship:_____ Phone: _____

I understand that if I am selected as a volunteer at the Connecticut Trolley Museum that: (i) volunteer service is not a prerequisite or qualifying factor for paid employment; (ii) I must record all volunteer time in an approved manner; (iii) that I must review and sign the Volunteer Agreement and follow all rules and regulations set forth therein and by management; (iv) I must conduct myself in a professional manner and be a positive representative of the Connecticut Trolley Museum; (v) I understand that any keys, security passes, tools, equipment, artifacts, or any property that may be assigned or loaned to me at any time remains the sold property of the Connecticut Trolley Museum and must be surrendered at once upon request or upon termination of my role as volunteer; and (vi) all information provided in this application is, to the best of my knowledge, accurate.

Thank you for your interest in supporting our museum as a volunteer.
Please note that applicants are subject to interviews and/or background checks.

Please ask questions and/or return form to Lucy Goins, Membership & Volunteer Coordinator at:
OFFICE@ct-trolley.org