



## Volunteer Services

Thank you for your interest in volunteering with the Children's Discovery Museum! We are committed to bringing a fun, educational environment to the children and families of our community. Your willingness to give of your time and promote the spirit of volunteering is huge!

### Volunteer Positions

- Special Events
- Floating volunteer
- Build crew

### Application Process

- Complete volunteer application and background check form
- Notification of placement
- Orientation scheduled –
  - Program overview and expectation review with supervising staff,
  - Scheduling coordination
- First volunteer shift

For questions, please contact us:  
[Childrendiscoverymuseum360@gmail.com](mailto:Childrendiscoverymuseum360@gmail.com)



## Volunteer Positions

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|                     | <b>Position:</b> Floating Volunteer                                                                                                                                                                                                                                                                                                                                     |
| <b>Description:</b> | The floating volunteer assists with the daily activities associated with operating the museum. These tasks include, but are not limited to: signing patrons in at the front desk, setting up/taking down exhibits, maintaining a presence and offering assistance to children/families as needed in the exhibit space, cleaning/tidying exhibits throughout shift, etc. |
| <b>Hours:</b>       | possible hours Wednesday 10:45-4:15 and Sunday 12:45-4:15                                                                                                                                                                                                                                                                                                               |
| <b>Frequency:</b>   | up to 2x a week                                                                                                                                                                                                                                                                                                                                                         |
| <b>Locations:</b>   | Children's Discovery Museum- Three Rivers Mall                                                                                                                                                                                                                                                                                                                          |
| <b>Ages:</b>        | All ages                                                                                                                                                                                                                                                                                                                                                                |
| <b>Preference:</b>  | Ability to be flexible, enjoy working with children and families.                                                                                                                                                                                                                                                                                                       |
| <b>Required:</b>    | <b>Must be at least 13 years of age, Washington State Criminal Background Check</b>                                                                                                                                                                                                                                                                                     |

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|                     | <b>Position:</b> Special Events                                                                                                                      |
| <b>Description:</b> | Assist with planning, fundraising, marketing, event set-up, security and set-up/clean-up of a variety of Children's Discovery Museum special events. |
| <b>Hours:</b>       | Vary according to event or program                                                                                                                   |
| <b>Frequency:</b>   | Vary according to the event or program                                                                                                               |
| <b>Location:</b>    | Vary according to the event or program location                                                                                                      |
| <b>Ages:</b>        | All ages                                                                                                                                             |
| <b>Preference:</b>  | Ability to be flexible, enjoy working with children and families.                                                                                    |
| <b>Required:</b>    | <b>Must be at least 13 years of age, Washington State Criminal Background Check</b>                                                                  |

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|                     | <b>Position:</b> Build Crew                                                                                                                                                                                                                    |
| <b>Description:</b> | Volunteers needed to assist with the building, assembly and decorating for Exhibits. These volunteer shifts will occur on an as needed basis to bring life to the exhibits that will be enjoyed by the children and families in our community. |
| <b>Hours:</b>       | as needed                                                                                                                                                                                                                                      |
| <b>Frequency:</b>   | as needed                                                                                                                                                                                                                                      |
| <b>Location:</b>    | various locations                                                                                                                                                                                                                              |
| <b>Preference:</b>  | Experience with carpentry, construction, engineering and/or operating power tools. Artistic abilities with drawing, painting etc.                                                                                                              |
| <b>Required:</b>    | <b>Must be at least 13 years of age, Washington State Criminal Background Check</b>                                                                                                                                                            |



## Volunteer Application

The Children's Discovery Museum relies on volunteers for the development, up-keep, daily operations and continued growth. Without volunteers being willing to consistently give of themselves and of their time, the interactive, educational environment would be diminished. A million thank you's for your interest in volunteering to make the community a more resource rich environment for our local children and families.

The volunteer application is designed to give applicants an opportunity to share their background, experience, interests and skills, enabling the museum to make the best possible volunteer assignment.

### Volunteer Information

Today's Date: \_\_\_\_\_ Date available: \_\_\_\_\_

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

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

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

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Are you over the age of 18:    *Yes*    *No*    *Please provide birthdate:* \_\_\_\_\_

Do you have a valid Washington State Driver's License?    *Yes*                      *No*

*If yes, WA state Driver's License or ID Card #:* \_\_\_\_\_

Are you currently certified in:

CPR                      *Yes*                      *No*

First Aid                *Yes*                      *No*

Have you been convicted of a felony or released from prison within the last ten (10) years, or have you been convicted of a misdemeanor other than minor traffic offenses within the past three (3) years?

*Yes*                      *No*                      *If yes, please explain:* \_\_\_\_\_

### Availability

Availability:    *Long-term (6 months +)*                      *Short-term (under 6 months)*                      *Special Project*

Anticipated Start Date: \_\_\_\_\_

Days you are available:    *Sunday / Monday / Tuesday / Wednesday / Thursday / Friday / Saturday*

Times you are available: \_\_\_\_\_

### Areas of Volunteer Work

What particular areas of volunteer work are you interested in?

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What general skills, experience, or education would you like to share during your time volunteering?

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### References

Please provide three (3) professional/personal references:

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### Waiver & Signature

To the best of my knowledge, the information herein is true and complete. I understand that falsification of this application is grounds for dismissal as a volunteer. Further I give permission for an authorized representative of the Children's Discovery Museum to conduct a State Patrol criminal background check in accordance with RCW 43.43.830-839 and to inquire of individuals about my ability to perform all aspects of the volunteer position for which I am being considered and I release the Children's Discovery Museum and those individuals/institutions that provide information from any liability that may arise from the provision of this information.

As a volunteer for the Children's Discovery Museum, I am fully aware that the work associated with being a Volunteer involves certain risks of physical injury or death. Being fully informed as to these risks and in consideration of my being allowed to participate in the Children's Discovery Museum Volunteer Program, I hereby assume all risk of injury, damage and harm to myself arising from such activities or use of the museum's facilities. I also hereby individually and on behalf of my heirs, executors and assignees, release and hold harmless the Children's Discovery Museum, its officials, employees and agents and waive any right of recovery that I might have to bring a claim or a lawsuit against them for any personal injury, death or other consequences occurring to me arising out of my volunteer activities.

I give permission to have my photo taken and used for publicity purposes by the Children's Discovery Museum. I authorize any necessary emergency medical treatment that might be required for me in the event of physical injury and/or accident to me while participating in this program.

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

If under the age of 18, Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return Completed Document to:  
[Childrensdiscoverymuseum360@gmail.com](mailto:Childrensdiscoverymuseum360@gmail.com)