

## Volunteer Opportunities

### **Docent (3.5 hour shifts, needed Tu-Th-Sat)**

Great opportunity to learn more about the Van Valey House museum and share that information with the community.

- Greet guests, answer questions, provide tours
- Flexible schedule
  - One shift a week, two shifts a month, once a month, etc.
- **Training provided**

### **Fabricate Wooden Wig/Hat Head Stands**

Perhaps a good high school woodshop project. We need 12 “heads” to display wigs/hats. Pattern provided.

### **Museum Windows (Quarterly)**

Due to multiple incidences of street people throwing rocks, several windows have been boarded up. Improve the look of the exterior by

- Painting the boards black to match the awnings
- Washing exterior windows on Colby Ave and Wall St.

### **Newsletter Mailing (2-3 hours, quarterly)**

Help insert envelopes, apply labels and stamps to prepare for mailing.

### **Organizer (3 hour shifts, as needed)**

Help organize stored items at the Museum and/or the Van Valey. Work with other volunteers in small groups of 2-4. See behind the scenes at the Museum and work with staff who will supervise the projects.

**Photographer (As needed)**

Available as needed to photograph artifacts, events, pictures for newsletters, etc.

**Social Media Volunteer (2 hours/week)**

- Work with Executive Director to research, schedule, and post social media including blog posts, website maintenance, and design of collateral materials. Must have experience with various social media platforms, web development and design skills.
- Assist Executive Director with responding to social media posts in accordance with Museum social media guidelines.

**Yardwork at the Van Valey House (Bi-Weekly)**

Need one or two people to maintain the grounds. This includes mowing, edging, raking, hauling away leaves and grass, watering plants and keeping the driveway free of weeds.