



NATIONAL MUSEUM *of* WOMEN *in the* ARTS

DOCENT CLASS of 2009 APPLICATION

PERSONAL INFORMATION

Name _____
Last First MI

Address _____
Street City State Zip

Primary Telephone (____) ____-____ Office Home Cell

Alternate Telephone (____) ____-____ Office Home Cell

E-mail Address _____ Birthday (M/D) _____

Occupation _____ Employer _____

VOLUNTEER AVAILABILITY AND SKILLS

Please indicate which open days and shift times you would be available to schedule as your weekly or bi-weekly information desk placement. Unavailable shifts have been crossed out.

	Mornings 10:00am-1:30pm	Afternoons 1:30-5:00pm
Monday	-----	-----
Tuesday	-----	
Wednesday	-----	-----
Thursday		-----
Friday		
Saturday		
	Early Afternoon 12:00-2:30 p.m.	Late Afternoon 2:30-5:00 p.m.
Sunday		

Are you able to make a two-year volunteer commitment to the museum? yes no
(Please note that all docents are required to make a two year commitment to volunteering at NMWA)

How did you learn about the NMWA Volunteer Program? _____

Are you fluent in any languages other than English (including ASL)? Please specify the language(s) and level(s) of fluency below:

Languages:

Fluency:

Conversational Native
 Conversational Native

REFERENCES

Please provide two professional references from previous work or volunteer experience.

1) _____
Name Phone E-mail Relationship

2) _____
Name Phone E-mail Relationship

EMERGENCY CONTACT INFORMATION

In an emergency notify _____ Relationship _____
(Name)

Address (if different than above) _____

Telephone (____) ____-____ Office Home Cell

ADDITIONAL MATERIALS

Please include the following materials with your application:

- A brief statement describing your interest in joining the docent corps at the National Museum of Women in the Arts
- Resume (including employment, education, and volunteer history)

DOCENT COMMITMENT

Applicants accepted into the NMWA docent class of 2009 will be required to attend weekly education sessions on Monday evenings from 6:30-8:30 pm, September 2009, through February 2010. Docents commit to at least two years of volunteer service with 50-100 hours of annual service to NMWA, completed in regularly scheduled weekly or bi-weekly shifts.

I certify that the information stated on this application is true and correct to best of my knowledge and belief and is made in good faith. Any false statements made by me may be used as a rejection of this application.

Signature _____ Date _____

Thank you for taking the time to apply to the volunteer program at the National Museum of Women in the Arts. Once your application has been received, you will be contacted by the Volunteer and Tour Coordinator and may be invited to schedule an interview. We look forward to hearing from you and appreciate the generous offer of your time and skills.

**Email Application and supplemental documents to clynott@nmwa.org by July 30, 2009.
Please direct questions to Cassie Lynott, the Volunteer and Tour Coordinator, at 202-783-7996.**