

The Connecticut Electric Railway Association, Inc.
 58 North Rd, P.O. Box 360
 East Windsor, CT 06088-0360
 Office 860-627-6540, Fax 860-627-6510
 Web site: www.ct-trolley.org

Email: galimberti@ct-trolley.org



VOLUNTEER INTAKE FORM

We welcome you to our family of volunteers.
 Please fill out this form so we can match your interests with our needs. Thank you.

Name _____ Home Phone _____

E-Mail _____ Cell Phone _____

Address _____

Age 26 or older If under 26 years please provide DOB ____ / ____ / _____

What days and times are you available? Weekdays _____ Saturdays _____ Sundays _____

Other? _____

INTERESTS - check all that apply

Visitor Services =====

- Operations – *motorman, conductor, dispatcher*
- Tour Guide – *docent, host/hostess, information desk*
- Special Events – *planning, decorating, staffing*
- Exhibits – *designing, fabrication, installation*
- Model Railroading – *planning, construction, operation*

Maintenance =====

- Car Shop – *repair, maintenance, restoration, pipe fitting, wood working, electrical wiring, motors, metal working, cutting, welding, bending, fabrication, painting, varnishing*
- Track – *construction, maintenance, vegetation control*
- Signal System – *overhead wiring, signals, relays, power circuits, lineman work*
- Electronics – *telephone, audio visual, alarms, video*
- Grounds – *gardening, landscaping, lawn care, snow removal*

- Cleaning - *floors, windows, counters*

Outreach =====

- Web Presence - *website, social media, blogs*
- Marketing – *advertising, designing, newsletter*

Office =====

- Fundraising – *grant writing, soliciting, telemarketing*
- Library – *cataloging, organizing, shelving, restoration, circulation*
- Computer – *networking, software, repair*
- Collections – *accession, deaccession, evaluation, restoration*
- Management - *board, department, project*

(Flip Over)

What licenses or permits have been issued to you?
(Specialized motor vehicle, trade, or professional)

What skills do you have?

What physical ability do you have? Heavy - shoveling gravel, pounding spikes ____,
Moderate - carrying 10 lb. objects ____, Light - housework, vacuuming ____

Is there anything else we should know?

I understand that in no way should volunteer service be construed as a prerequisite or qualifying factor for paid employment at the Connecticut Trolley Museum at any time. I understand the importance of my volunteer service to the Museum, and will record all such time in an approved manner. I understand that I must follow all rules and regulations set forth by Museum management and must conduct myself in an orderly and proper manner while working for the Museum. Finally, 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 sole property of the Museum** and must be surrendered at once upon request or upon termination of my participation as an active volunteer.

I have read and accept all conditions set forth.

Signed _____ Date _____

Questions? Please contact Gina Maria Alimberti, Volunteer Coordinator at galimberti@ct-trolley.org

For office use

Volunteer ID _____ Member ID _____

Referral made to _____ by _____ Date _____

Volunteer DB ____, Master DB ____, Email list ____, Folder ____