Sauder Village Volunteer Application

Please return to Sheri Friesner, Sauder Village, P.O. Box 235, Archbold, OH 43502
or return in person to Receptionist Desk at the Sauder Village Welcome Center.

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| Mailing Address: Street                               City                               State | Zip Code |
|-------------------------------------------------------|-------------------------------------|---------|---------|
|                                                       |                                     |         |         |

| E-mail Address:                                      Phone Number:                     Cell Phone Number: |
|-------------------------------------------------------|-------------------------------------|--------------------|
|                                                       |                                     |                    |

| If under 18, please state age:                       Parent’s Name: (if under 18 yrs) |
|------------------------------------------------------|------------------------------------|
|                                                      |                                    |

### Education History

| Name of School:              Address:                Type of Degree & Major | Graduated: |
|-----------------------------|-----------------------------|-------------|
|                             |                             |             |

- High School
  |                             |                             |             |

- College
  |                             |                             |             |

| Previous Employment/Volunteer History (list most recent first) |
| Employer Name:          City, State: | Immediate Supervisor: | Position: | Dates Employed: |
|-------------------------|------------------------|-------------|-------------|---------------|
|                         |                        |             |             |              |
|                         |                        |             |             |              |
|                         |                        |             |             |              |
|                         |                        |             |             |              |
**Please list two references (not relatives):**

Name: __________________________
Title: __________________________
Company: ________________________
Address: _________________________
Telephone: _______________________
Relationship to you: __________________________

Name: __________________________
Title: __________________________
Company: ________________________
Address: _________________________
Telephone: _______________________
Relationship to you: __________________________

**What type of position are you interested in? (check all that apply)**

- Doughbox Bakery:  
  - Frosting Cookies
- Historic Village:  
  - Historic Interpreter
  - Musician  ○ Dulcimer, ○ Piano, ○ Other__________
  - Housekeeping
  - Office/Clerical
  - Collection Dept.
  - Craftsperson (specify craft) ___________________
- Retail Sales  ○ General Store, ○ Gift Shop, ○ Quilt Shop
- Food Service  ○ Cafe, ○ Ice Cream Parlor
- Groundskeeping/ Maintenance
- Historic Gardening
- Historic Farming
- Special Events

**What activities do you enjoy the most or have been involved in over the past three years?**

___________________________________________________________________________________________________________________________________________________________________________________________

**On what date would you be available to begin your volunteer service?**

___________________________________________________________________________________________________________________________________________________________________________________________

**Monthly - how many hours do you wish to contribute?**

___________________________________________________________________________________________________________________________________________________________________________________________

**Would you consider volunteering off-site?**

- Yes
- No
- Maybe, please give me details

**Hours available?**

- Days
- Evenings
- Nights
- Other, be specific: __________________

**Days available?**

- Sun.
- Mon.
- Tues.
- Thurs.
- Fri.
- Sat.

**In the space below, please tell us a little about yourself. Include things like your hobbies, leisure activities and/or special talents you might have. If you have been to Sauder Village before, tell us why you’d like to volunteer here. If you need more room or have a resume, please attach an additional sheet to this application.**

______________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________
Doughbox Bakery
Volunteers work at the Doughbox bakery icing our delicious cookies. This is a seasonal volunteer position; most active around various holidays.

Historic Interpreter
Historic Interpreters may staff any of our historical buildings but are mainly utilized in Natives & Newcomers, Little Pioneers Homestead, Grist Mill, the Log School and District 16 School. These positions require our volunteers to be in costume and learn the historic story material for the specific location.

Musician
Throughout the season volunteers play instruments on the front porch of our historic buildings. During our annual quilt show in Founders Hall, volunteer pianists play the grand piano throughout each day of the show. Instruments are taken into consideration for other events or festivals.

Housekeeping
During the months of the year that Sauder Village is closed, volunteers come in 3 times a week and clean the Welcome Center. During the Village open season, volunteers are here more frequently and other buildings are included in their daily cleaning tasks.

Office Clerical
Throughout the year the Village has large mailings that our Volunteers assist with including labeling postcards, or folding and stuffing letters into the envelope and labeling. These tasks are generally done upstairs in the Welcome Center.

Collections Department
Volunteers can work with our Curator of Collections in a variety of tasks; researching, cleaning, storing and inventory of historic objects. We also utilize volunteers to assist with construction and development of various exhibits. Physical requirements include the ability to lift 25+ lbs., standing, kneeling, bending, and attention to detail. Oral history transcription, research and writing experience a plus.

Crafts
Skilled craftsmen & women are able to volunteer in several of our crafts building; such as tin smith, cooper, weaving, spinning, and quilting. During certain events, volunteers demonstrate historic crafts throughout the Sauder Village complex.

Retail
Various retail areas are available for volunteers to work at the Village. Volunteers in the Gift Shop and General Store are there to assist guests and ring up sales. Those volunteering in the General Store are asked to be in costume or approved current attire. Another opportunity to work in retail is our quilt shop, Threads of Tradition. Occasionally retail staff assist with other customer service duties, such as selling train tickets.

Food Service
During peak times of the season, volunteers are needed to help in the Café clearing tables and washing dishes. In the Ice Cream Parlor volunteers are needed for running the cash register and scooping ice cream.

Grounds/Maintenance
Volunteers assist with tasks that include painting historic buildings, watering our plants, flowers or gardens, and harvesting our gardens.

Historic Gardening
Volunteer gardeners are needed throughout the season to help maintain our beautiful landscape and gardens. Volunteers here Tuesday-Friday need to be in costume; while those on Mondays are able to wear regular clothing.

Historic Farming
Working with our historic farming staff, volunteers are used throughout the calendar year caring for livestock, assisting in agriculture operations and providing historical interpretation. This volunteer position requires a costume.

Special Events
Volunteers are needed to assist at various festival events during the season. This includes helping with crafts, activities, guests, other staff and Junior Historians. The tasks vary depending on the festival event.