

**Be a part of the past, the present and the future –  
Volunteer at the American Civil War Center!**

We're happy you want to be part of the American Civil War Center's exciting volunteer program.

Volunteer positions are available weekdays, evenings, and weekends. Regular weekday volunteers typically participate four hours per week. Regular weekend volunteers participate from four to eight hours per month. Other volunteers, including those who work special events, may have a more flexible schedule. Volunteers receive individualized training according to their schedule. For certain positions, some group training does occur. We ask that all volunteers make a one year commitment to the program.

We want a volunteer's experience to be successful and meaningful for the Center – and for you! Volunteering at the Center allows you an opportunity to become familiar with the Center's programs and offerings while learning more about our nation's greatest conflict. Free parking is available.

You've already taken the first step toward becoming a volunteer. Your next step is to complete and return this application form to us. When we've received it, we'll call you to set up a time to discuss your volunteer interests and our needs. If you haven't heard from us within two weeks, please call the Volunteer Coordinator at 804-780-1865 x 16 to make an appointment.

Take your place in history – become a volunteer.

Please return to:

The American Civil War Center  
Attention: Volunteer Coordinator  
490 Tredegar Street  
Richmond, VA 23219  
[www.tredegar.org](http://www.tredegar.org)



**Placement Information**

What organizations(s) do you belong to? \_\_\_\_\_  
\_\_\_\_\_

List your past/present volunteer experiences: \_\_\_\_\_  
\_\_\_\_\_

What are your areas of interest? \_\_\_\_\_  
\_\_\_\_\_

Why are you interested in becoming a volunteer at The American Civil War Center? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you are applying for a particular program at the Center, please specify: \_\_\_\_\_  
\_\_\_\_\_

Additional Comments:

**Check All That Apply**

Type of volunteer work preferred:

Working with the public      Yes  No       Working with children      Yes  No   
Working on an individual project      Yes  No

Are you a member of The American Civil War Center?      Yes  No

How did you learn about the ACWC Volunteer Program?

Member News       ACWC Web site       Flier   
Newspaper       Volunteer/Staff       Other \_\_\_\_\_

**Availability to Volunteer:**      Day       Evening       Weekend

How many hours per week are you able to volunteer? \_\_\_\_\_

Preferred Day(s)      S       M       T       W       Th       F       S

**References** Please provide three personal, work or academic references with complete addresses

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

**Miscellaneous**

Have you ever been convicted of a crime that may relate to the position for which you are applying?

Yes       No

If so, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing below, I give my permission to check the references I have listed. I certify that the facts set forth in the volunteer application are true to the best of my knowledge. I understand that any falsification, misrepresentation, or concealment of information on this application may be sufficient grounds for disqualification from further consideration for volunteering or immediate discharge and that the Center shall not be liable in any respect if my volunteership is so denied or terminated.

**DATE:** \_\_\_\_\_      **Signature:** \_\_\_\_\_

**See Reverse**

Are you a minor under the age of 18? Yes  No

If Yes, what is your birth date? \_\_\_\_\_

**Applicants under the age of eighteen MUST have this application signed by their parent or guardian before an interview will be scheduled.**

**This applicant has my permission to volunteer at The American Civil War Center (ACWC)**

**Parent or Guardian Signature** \_\_\_\_\_

**EQUAL Opportunity and Affirmative Action Employer**