

PATRIOTS POINT

★ HOME OF THE USS YORKTOWN ★

Volunteer Application

Submit to : Volunteer Office (thford@patriotspoint.org) 843-881-5941

First Name

Last Name

Address

Apt.

City

State

Zip

Phone:

Email

If you're a student, what is your grade & what school do you attend?

Grade:

School:

Retired? Yes

Semi

No

Current and Previous Occupations (previous if retired)

Most Recent Employer(s) (previous employer(s) if retired)

Branch of U.S. Military Service?

ARMY

NAVY

USAF

USMC

USCG

Final Rate/Rank:

Dates in Service:

Education (check levels completed)

High School

Associates Degree

Bachelor Degree

Graduate School

Trade School

Major/Training

Are you over 18? Yes

No

I hereby affirm that my answers to the questions on this application are true and correct and that I have not knowingly withheld any fact or circumstance that could, if disclosed, affect my application unfavorably. I understand that any false information submitted in this application may result in my discharge. I also understand that the volunteer program is subject to government regulations.

I hereby waive my right to claim that any request or investigation is an invasion of privacy, since they are made with my consent and it is in my best interest that I be considered for a volunteer position.

I hereby acknowledge that I have read and understood the above statements.

Applicant's Signature:

Date: (mm/dd/year)

Code of Conduct

This Code of Conduct is intended as a general guide for conducting yourself while on duty and participating in Museum activities. A code of conduct is a set of broad based principles that allow for diversity while also establishing clear and acceptable guidelines of conduct that is supported by the majority of those affected by the standards set forth. In addition, you should be guided by common sense and by instructions from your supervisor or department head. This Code of Conduct shall be applied in a no discriminatory manner.

1. **Volunteers shall appear clean, neat, and appropriately attired (except for restoration assignments).**
2. **Volunteers are expected to be knowledgeable about the subjects entrusted to them.**
3. **Volunteers are expected to follow all safety guidelines, policies, and procedures.**
4. **Smoking or any other tobacco use is prohibited on board all museum ships.**
5. **Deliberate or neglectful waste, damage, or theft of museum, personal or client property is prohibited.**
6. **Volunteers shall treat others with respect, patience, courtesy and tact.**
7. **Profanity, inappropriate jokes, sharing intimate details of one's personal life and any kind of harassment is prohibited.**
8. **Using or possessing alcohol or illegal drugs or having alcohol or illegal drugs in one's bodily system is prohibited.**
9. **Volunteers should refrain from intimate displays of affection.**

WHEN CHILDREN ARE PRESENT:

1. **Volunteers should avoid being alone with a child.**
2. **Volunteers shall treat children with respect and consideration and treat all children equally regardless of sex, religion or culture.**
3. **Under no circumstances shall a volunteer release a child to anyone other than an authorized parent or guardian.**

Volunteers are required to report all violations of the Code of Conduct to the Patriots Point staff member overseeing the Volunteer Program.

I understand that any violation of this Code of Conduct may result in disciplinary action, including, but not limited to, dismissal.

I acknowledge having read this Code of Conduct.

Print Name

Signature

Date: (mm/dd/year)

VOLUNTEER AGREEMENT

I, _____, do hereby agree to volunteer services to the Patriots Point and Naval Maritime Museums. This will be (*check one*) _____ a regular, weekly or monthly basis, or _____ a one-time event with my group, named _____

A minimum service of 120 hours per year is required to maintain volunteer status. Exceptions will be determined on a case by case basis.

I understand that there may be a ninety-day probationary period, after which a volunteer will receive a shirt, jacket and reciprocity pass.

I understand and agree that my services are entirely voluntary, and I will not suffer any penalty or liability for not volunteering. As long as I provide my services, I agree to abide by the policies and practices of the Museum and agree to perform duties set forth in my job description.

I understand as a volunteer, I am not entitled to, nor do I expect to receive any compensation for my services or a guarantee of any future employment.

My benefits from this agreement and my services are solely personal satisfaction and enjoyment.

There will be no reimbursement for personal expense unless agreed upon in advance, in writing, with my Volunteer supervisor. I understand volunteers are not authorized to enter into contracts or other binding agreements on behalf of the Museum.

I understand that either of us may terminate this Agreement and my services at any time with or without notice and with or without any reason or cause and without penalty, liability, or compensation resulting from such termination.

Signature

Date: *(mm/dd/year)*

Thank you very much for your willingness to volunteer your time on behalf of the Yorktown, the Clamagore, the Vietnam Experience, the Cold Submarine War Memorial, and the many programs of Patriots Point.

Welcome Aboard!