

# PATRIOTS POINT

★ HOME OF THE USS YORKTOWN ★

## Volunteer Application

Submit to the Volunteer Recruitment Office at [volunteer@patriotspoint.org](mailto:volunteer@patriotspoint.org)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

T-Shirt Size: \_\_\_\_\_ Jacket Size: \_\_\_\_\_

**Occupation** (or previous profession if you are retired): \_\_\_\_\_

Are you retired?: \_\_\_\_\_

If you are a student, what is your grade and what school do you attend?: \_\_\_\_\_

Employer (or previous employer(s) if you are retired): \_\_\_\_\_

**Branch of Military Service:** \_\_\_\_\_ **Specialty/Rank:** \_\_\_\_\_

**Final Rate/Rank:** \_\_\_\_\_ **Dates in Service:** \_\_\_\_\_

**Education:** (check level completed)

High School ( ) College ( ) Graduate School ( ) Doctorate ( )

Major: \_\_\_\_\_

Are you over 18 years of age? Yes ( ) No ( )

**Background Information:**

Have you ever been convicted of any criminal offense, other than a minor traffic violation?

If YES, please explain: \_\_\_\_\_

\_\_\_\_\_

**Health:**

Do you have any health issues or physical limitations, such as inability to climb ship's ladders (stairs)?

Please describe them: \_\_\_\_\_

\_\_\_\_\_

In case of Emergency, please notify: (list name and phone numbers):

\_\_\_\_\_

**References:**

Please list names and phone numbers of two references whom we may call (business or personal, not family members):

1. \_\_\_\_\_

2. \_\_\_\_\_

If you were encouraged to volunteer by a Patriots Point staff member, what is his or her name?

\_\_\_\_\_

**Availability:** Estimated # of hours you are available to volunteer per month: \_\_\_\_\_

Which days are best for you? \_\_\_\_\_

**Schedule:** In which area would you most like to volunteer at Patriots Point? Please list 1st, 2nd, & 3rd choices below.

Docent/Tour Guide \_\_\_\_\_ Education \_\_\_\_\_ Library \_\_\_\_\_ Volunteer Newsletter \_\_\_\_\_

Driving Golf Cart \_\_\_\_\_ Exhibit Preparation \_\_\_\_\_ Sales & Marketing \_\_\_\_\_ Assist Administration \_\_\_\_\_

**Skills/Experience:** (You may also attach a copy of your resume)

(Please check what's appropriate):

Carrier Experience

Construction

Communications

Teaching

Accounting

Writing Skills

Acting

Welding

Electrical

Security/Police

Multilingual: \_\_\_\_\_

Other: \_\_\_\_\_

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Aviation Experience

Construction Management

Public Speaking

Data Entry

Customer Service

Library Science

General Maintenance

Plumbing

CPR/First Aid

Marine Science

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: \_\_\_\_\_

## 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 that I have read and understand this Code of Conduct:**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Volunteer Agreement

I, \_\_\_\_\_, do hereby agree to volunteer services to the Patriots Point & Naval Maritime Museum. 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.

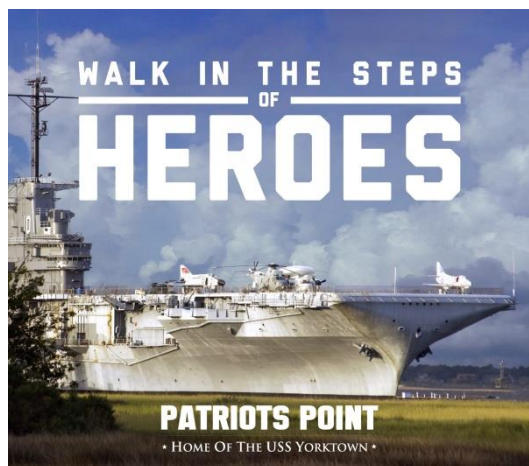
There will be no reimbursement for personal expense unless agreed upon in advance, in writing, with my Volunteer supervisor. I understand volunteers are not authorized to enter into contracts or other binding agreements on behalf of the Museum.

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.

**I acknowledge that I have read and understand this Volunteer Agreement:**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Thank you very much for your willingness to volunteer your time on behalf of the USS YORKTOWN, LAFFEY, CLAMAGORE, Vietnam Experience Exhibit, and all the programs of Patriots Point Naval & Maritime Museum.

## WELCOME ABOARD!

40 Patriots Point Road  
Mt. Pleasant, SC 29464

<http://www.patriotspoint.org/>