

VOLUNTEER APPLICATION

Name: _____ **Date:** _____

Street Address: _____

City, State, Zip: _____

Telephone: Home: _____ **Work:** _____ **Cell:** _____

E-mail address: _____

Emergency contact and telephone: _____

Occupation: _____

(please circle): Full-time Part-time Retired

Professional reference and contact information (telephone and/or e-mail address):

How did you hear about the volunteer opportunities at The Phillips Collection?

Why do you want to be a volunteer at The Phillips Collection?

What do you expect to gain from the experience?

Are you currently a member of The Phillips Collection? _____

Please attach a résumé and list of your volunteer experience. Include the name of the organization, your position, responsibilities, number of years in service, a reference, and contact information (telephone and/or e-mail address).

When can you start? _____

Please circle the volunteer opportunity you are interested in: (detailed descriptions below)

Art Information Volunteer

Phillips Music Volunteer
(Sunday availability only)

Department Volunteer

Volunteer opportunity descriptions:

ART INFORMATION VOLUNTEERS

Art information volunteers greet and provide information to visitors. Volunteers learn about the museum's history, the permanent collection, special exhibitions, and other visitor information. They serve a minimum of two shifts per month and must attend fall and spring training sessions.

PHILLIPS MUSIC VOLUNTEERS

Phillips Music Volunteers assist during the Sunday Concerts season (October to May). Volunteer responsibilities on concert night include checking-in patrons who have reserved tickets, assisting with setting up the Music Room, checking attendees' tickets, and helping to break down after the concert. Concerts are at 4 pm; volunteer shifts vary depending on assigned duty. Volunteers can attend the concert only during their volunteering shift. Volunteers are expected to commit for one year and serve a minimum of three concerts during the season.

DEPARTMENTAL VOLUNTEERS

Departmental Volunteers assist curatorial, development, and other departments with assignments that range from research to clerical work, based on departmental requests. These opportunities may be one-time, one-project, or ongoing. Departmental volunteers attend the same training sessions as the art information volunteers; specific training is on the job.

What is your availability? (please circle) Days Thursday nights Weekends

Signature: _____ Date: _____

Print name: _____

Please mail, e-mail, or fax this application to:

Volunteer, Education Department

The Phillips Collection, 1600 21st Street, NW, Washington, DC 20009

202.387.2151 x331 | Fax 202.387.2436 | E-mail volunteercoordinator@phillipscollection.org