



# EBENEZER MAXWELL MANSION

Victorian House Museum & Garden  
Volunteer Application

Thank you for your interest in volunteering at the Ebenezer Maxwell Mansion. By this application, you will provide the Mansion with a general sense of how your volunteering interests can best be applied. Please complete all sections and return this application to the Mansion at your earliest convenience.

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(Please print clearly)

Full Name (Dr., Mr., Mrs., Ms., Miss): \_\_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Birthday(month & day): \_\_\_\_\_

## Emergency Contacts

1<sup>st</sup> Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

2<sup>nd</sup> Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

If emergency contacts cannot be reached, the Ebenezer Maxwell Mansion reserves the right to seek medical assistance at the nearest medical facility and will be held harmless in all legal issues that may arise from this decision.

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## Volunteer Interests & Skills

Please select one or more areas in which you would be interested in volunteering:

- Tour Guide
- Gardening Volunteer
- Event Volunteer
- Maintenance/Preservation Volunteer
- Office/Clerical Volunteer
- Grant Writing Volunteer
- Education Volunteer
- Collections Volunteer

How did you hear about the Mansion's Volunteer Program? \_\_\_\_\_

Why do you want to become a volunteer at the Mansion? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Volunteer Availability

Approximately how many hours per month would you be willing to volunteer at the Mansion? \_\_\_\_\_

How often would you like to volunteer at the Mansion (circle one) weekly/bi-weekly/monthly/during special events.

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## Employment & Volunteer Information

Please list current or most recent:

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Since: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_ Retired: Yes No

Current volunteer activity: \_\_\_\_\_

Previous volunteer activity: \_\_\_\_\_

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## Professional and Personal References

References from family members will not be accepted. You may list a current Mansion member, staff member or volunteer for only one of your references.

#1 Full Name (Dr., Mr., Mrs., Ms., Miss): \_\_\_\_\_ Years known: \_\_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

#2 Full Name (Dr., Mr., Mrs., Ms., Miss): \_\_\_\_\_ Years known: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

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## Signatures, Confidentiality

I hereby authorize a representative of the Ebenezer Maxwell Mansion to make inquiry into my professional and personal references and relevant information in the volunteer consideration process. I understand that completion of this application does not indicate whether there are any positions currently open and that it does not obligate the Ebenezer Maxwell Mansion to extend association on a volunteer basis. I understand that my volunteer file will remain confidential.

My signature at the bottom of this page constitutes that my responses are true and complete and that I have read and understood the information in this paragraph.

Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

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

It is the Ebenezer Maxwell Mansion's policy to retain, promote, terminate, and otherwise treat any and all volunteers and applicants on the basis of merit, qualification, and competence. This policy shall be applied without regard to any individual's sex, race, religion, national origin, pregnancy, age, marital status, handicap or sexual orientation.

Ebenezer Maxwell Mansion, 200 West Tulpehocken Street, Philadelphia, PA 19144 – 215-438-1861 – [ebenezermaxwellmansion.org](http://ebenezermaxwellmansion.org)

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