

Naranjo Museum Volunteer Information

The Naranjo Museum is a 501c3 nonprofit, students and adults who volunteer at the museum can log hours for college applications, scholarship applications and club/organization requirements.

How does volunteering for the Naranjo Museum work?

To become a volunteer at the Naranjo Museum, you must complete a volunteer registration form. If you are under 18yrs, you must have your form signed by a parent or guardian.

After the form is turned in, your application will be looked over and a criminal history check will be conducted to ensure the safety of museum staff, visitors, children and other volunteers. You will be notified by email if you have been accepted as a museum volunteer.

From this point, your contact information will be put in a database and you will be notified for upcoming volunteer training sessions and volunteer opportunities.

Basic Volunteer Requirements

- Museum volunteers must be able to attend required training sessions for particular events/activities. (example: gala volunteers, camp volunteers)
- Each volunteer event or project will come with a list of physical/social/mental requirements (example, standing, talking with visitors, large crowds, lifting, moving etc) and the volunteer has the responsibility for self-accessing their physical/mental/social strengths or weaknesses.
- Museum volunteers must represent the Naranjo Museum of Natural History positively.
- Volunteers should dress modestly during volunteer times and/or dress in required dress code for particular event.
- Volunteers must listen and follow directions given by museum staff/volunteer coordinator.
- Volunteers must commit and show up when they say they will.
- Volunteers should treat all visitors, staff members and other volunteers with respect.
- Volunteers 15 and under must have a parent present.
- Volunteers may not be under the influence of recreational drugs or alcohol while volunteering.
- Volunteers may not steal or abuse museum property.
- Museum volunteers must adhere to museum policies including but not limited to social media policy.
- The museum volunteer acknowledges that the Naranjo Museum has the right to terminate the volunteer should the volunteer not adhere to basic requirements and policies.

Museum Volunteer Benefits

- Working with like-minded individuals in a fun and engaging environment
- Learning new skills that can be applied to other areas
- Meeting and networking with new people from the community
- Museum and nonprofit experience
- Getting a behind-the-scenes look at the inner workings of a natural history museum
- 1 free museum tshirt (after first 20 hours worked)
- Free museum membership (individual) (after working at least 20 hours)
- 2 Museum admission tickets for guests (per 20 hours worked)

How to sign up to volunteer:

- Complete a volunteer form (including guardian signature for students under 18 years)
- Turn in form at the museum or email the form to info@naranjomuseum.org.
- For questions, call 936-639-3466 or email info@naranjomuseum.org



Naranja Museum Volunteer Form

Volunteer Name: _____

Phone: _____ Email: _____

School: _____ Grade: _____ Age: _____ DOB: _____

Parent/Guardian Info (for volunteers under 18)

Parent/Guardian Name: _____

Phone: _____ Email: _____

Please check the areas you would be interested in volunteering for.

- | | | |
|---|--|---|
| <input type="checkbox"/> Tour guide | <input type="checkbox"/> Helping with Museum Summer | <input type="checkbox"/> Cleaning and prepping fossils |
| <input type="checkbox"/> Cleaning/organizational projects | <input type="checkbox"/> Camp | <input type="checkbox"/> for display |
| <input type="checkbox"/> Prepping activities | <input type="checkbox"/> Helping type up labels for exhibits | <input type="checkbox"/> Helping clean/improve exhibits |
| <input type="checkbox"/> Working at Museum Gala | <input type="checkbox"/> Setting up for events (tables/ chair etc) | <input type="checkbox"/> Social Media content |
| <input type="checkbox"/> Community Outreach Booth | | |

Volunteer Release and Waiver

Please fill out lines within the paragraph (one for the volunteer and one for the guardian of the volunteer)

The Naranja Museum of Natural History ("the Naranja Museum") is offering volunteer opportunities as shown above. By signing below, the volunteer and guardian has read the volunteer information and agrees to abide by the requirements set for volunteers. Although the Naranja Museum hopes that no volunteer ("student" "volunteer") is ever injured or hurt, injuries are a possibility of volunteering. The risk of injuries is a risk that the volunteer and their legal guardians voluntarily agree to assume in exchange for the privilege of volunteering for the museum. The volunteer and their guardians understand and agree that the risk is not a risk that the Naranja Museum assumes and that the Naranja Museum is not responsible for any injuries to the volunteer. Accordingly, _____ (the "guardian" or "volunteer (if 18+)"), the legal guardian of _____ (the "student" "volunteer") voluntarily releases, discharges and waives the right to sue the Naranja Museum and its directors, offices, employees, volunteers, agents and all person acting by, through, under or in concert with the Naranja Museum (collectively, the "released parties") for any and all losses, demands, claims, suits, causes of action, liability, costs, expenses and judgments whether arising in equity, at common law or by statute, under the law of contracts, torts or property, for personal injury (including without limitation emotional distress), arising in favor of the guardian, the volunteer or anyone claiming through us based upon, in connection with, relating to or arising out of, directly or indirectly, the student's participation in volunteer opportunities (collectively "volunteer opportunities") EVEN IF ANY SUCH CLAIMS ARE DUE TO THE RELEASED PARTIES' OWN NEGLIGENCE, STRICT LIABILITY WITHOUT REGARD TO FAULT, VIOLATION OF STATUTE, OR OTHER FAULT, INCLUDING AN NEGLIGENT ACT, OMISSION, OR INTENTIONAL ACT, OMISSION, OR INTENTIONAL ACT INTENDED TO PROMOTE MY VOLUNTEER'S SAFETY OR WELL-BEING. The guardian and volunteer hereby give their permission to the Released Parties to obtain emergency medical treatment for the student if any Released Party deems in its discretion that such emergency medical treatment is necessary. The volunteer and the guardian acknowledge and agree that any photos, videos, pictorial images, voice recording, or quotations including those of student take or created by any Released Party (including without limitation any taken by any photographer or videographer paid by or volunteering for any Released Party) during or relating to volunteering at the museum are the sole property of the Naranja Museum and may be used in future publications, web pages, promotions, advertisements and exhibits of the Naranja Museum (or any other person authorized to use such images by the Naranja Museum without the need of any additional permission from or consideration to the volunteer or guardian. I release and waive for myself, the volunteer and anyone claiming through us all claims based on the right of privacy, right of publicity, moral rights or any other intellectual property rights related to the rights granted by me to the Naranja Museum. I acknowledge that I have read all the information regarding volunteering at the Naranja Museum of Natural History.

The volunteer cannot hold the Naranja Museum responsible for exposure to persons with COVID-19. The Naranja Museum cannot be held responsible if the volunteer exhibits COVID-19 symptoms at anytime.

The volunteer has read and agrees to the basic requirements for volunteering with the Naranja Museum including a criminal history check. By signing up to be a Naranja Museum volunteer, the volunteer agrees to Naranja Museum policies including but not limited to the Naranja Museum Social Media Policy.

For volunteers under 18 years, a parent signature is required in order for the student to volunteer for the Naranja Museum. By signing, the parent gives the student permission to volunteer for the Naranja Museum.

Parent/Guardian Signature: _____

Date: _____

Student/Volunteer Signature: _____

Date: _____