



TENNESSEE MUSEUM OF AVIATION

Volunteer Application

Applicant Information

Name: _____ Home Phone: _____
Last First Middle

Address: _____ Cell Phone: _____
Street Address or Mailing Address

_____ Work Phone: _____
City State Zip Code

Email Address: _____ Date of Birth: _____
Month Day Year

Emergency Contact Information:

Name: _____ Relationship: _____
Last First

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Education and Employment History

What is your highest level of education? High School Graduate College Degree Other: _____

Are you a licensed A&P? Yes No If yes, list your experience: _____

Have you served in the Armed Forces? Yes No Branch: Army Air Force Navy Marines Coast Guard

Are you currently employed? Yes No Where? _____

Are you retired? Yes No From where? _____

Personal Reference

Please list one personal reference: Full Name: _____

Relationship: _____ Phone Number: _____

Have you been a volunteer for any other organizations? Yes No

If yes, for what organization(s): _____

Volunteer Opportunities

What type of Volunteer work are you interested in doing at the museum? _____

What skills or experience do you have that will help you do this? _____



Volunteer Opportunities

The Tennessee Museum of Aviation offers our *Volunteers* the opportunity to become involved in several areas of day-to-day operations. The array of activities within the Museum provides *Volunteers* the option to perform a variety of tasks including: Docent guided tours and school field trips, security and safety for special events, artifacts research, and much more. The flexible hours of our *Volunteer Program* is an added bonus for those with full-time jobs or those retired individuals looking for something meaningful to simply devote a few hours a week. The Museum prides itself on being a “*living history*” facility with several airworthy *Warbirds* in our hangar. Our *Volunteer Program* is open to all qualified individuals with an interest in aviation and preserving history. We’re looking for *Volunteers* who want to get involved, stay involved, and become a part of our *Warbird Family*.

Sample of the Volunteer Job Descriptions

Tour Guides (Docent): This position has a wide array of duties. A Docent will guide visitors through the facility and answer their questions. Other duties include providing security for the Museums’ artifacts and property; enforcing our safety procedures during special events; and walking around the floor and tarmac. Docents are vital with schedule tour groups, providing supervision and explanations of the exhibits, while leading groups of all ages. Scheduled tour groups can range from pre-school to senior citizens, taking 45 minutes to 2 hours. This position involves on the job training, self-study, and extensive contact with the public.

Grounds Keeper: The Museum has a small landscaped area around the facility. Volunteers are needed for trimming, pruning, weed removal and mulching. Although, a green-thumb is not required, kneeling for long periods of time and working with your hands is a requirement. Various other tasks would include the removal of debris from the parking lot and tarmac, cleaning windows, carrying out trash, and assisting with minor museum maintenance. This position does not involve interaction with the public; however, the tasks required can be strenuous.

Exhibit Detailing: Each visitor should have the opportunity to enjoy clean well-kept displays throughout the facility. The static displays need to be dusted and maintained to best of our ability. Not only are the hours flexible, it gives the Volunteer satisfaction in a job well done, while giving visitors a first-rate display to appreciate. This position does not require any specific skill; however, it does entail some supervision and instruction from a staff member.

Library: The Museum’s Library is currently in the building stage. With several donated books, manuals, and periodicals, we need Volunteers to sort and categorize. Located on the second floor, the library is only open to museum members. This position requires organizational skills.

Private Events Chaperone: The Museum hosts a number of after hour’s events and children’s birthday parties. Volunteers are needed to monitor these events and help with the before and after procedures. The table and chair set-up/breakdown requires lifting approximately 40 pounds. Volunteers should be able to make sound judgment when dealing with guests; especially noisy children that could interfere with other visitors’ ability to enjoy the Museum or possibly cause damage to Museum property. This position requires a diplomatic approach with a friendly attitude.

Aviation or History Host: The Museum needs Volunteers interested in speaking to student tour groups. This position is new to the Volunteer Program and in the planning stages. Requires individuals who feel comfortable in front of groups, enjoys history and storytelling. Most student groups are interested in the life experiences of those who have served in the Armed Forces; therefore, the stories told to your children or grandchildren may help to change the life of a student. The Museum staff will be glad to help individuals put together a presentation and discuss any thoughts for future lectures. This position requires motivation and the ability to feel comfortable with public speaking.

Maintenance Facility: The Maintenance Facility is an area where specific skills are required. The maintenance performed on any aircraft, located at the Museum, is executed by our own certified A&P mechanic. However, other tasks include cataloging and organizing aircraft parts, sweeping the hangar floor, taking out the trash, sanding sheet metal, and washing aircraft parts. This position requires a certain skill level with the ability to work in a technical environment, and occasional strict supervision from the A&P.

Restoration: Aircraft restoration is a highly skilled and technical process. The requirements for this position involve some degree of aircraft experience. Although not mandatory, Volunteers should have mechanical and or sheet metal experience. Restoration projects are an ongoing progression needing dedicated and skilled individuals with a basic knowledge of aircraft. Several projects are awaiting skilled Volunteers to restore historic aircraft to Museum quality pieces. The aircraft in the Museums’ inventory are valuable and cannot be replaced; knowledge with aircraft restoration is extremely valuable. This position is a very technical area requiring adequate references and a pre-interview with an experienced staff member.

The Tennessee Museum of Aviation asks our VOLUNTEERS:

- Choose an area within your abilities, interests, and schedule.
- Conduct yourself in an appropriate manner at all times while dealing with Museum visitors and staff.
- You must be 18 years of age to Volunteer.
- Volunteers must pass a probationary period of 50 hours in a 6 month time frame.
- In order to become an “Active” Volunteer, and receive the benefits that go along with that status, a minimum of 96 hours per year is required.