

McHenry County Historical Society & Museum 2019 Volunteer Opportunities

*"We engage and educate current and future generations by preserving and sharing
McHenry County history."*

**If you are interested in volunteering, please check the areas of your interest and
return this form to MCHS, P.O. Box 434 Union, IL 60180, or email michelle@mchenrycountyhistory.org**

Museum Admission Desk 1 - 4 p.m. May - December 2019

Greet visitors, take admission, docent school/cabin

Tuesday through Friday afternoons

3rd Saturdays

School Programs September through May, excluding January.

West Harmony one-room school.

2 hours on Tuesday or Wednesday mornings. Help a third, fourth, or fifth grade class experience being students in a one-room school by portraying a teacher in 1900. Training provided.

Museum Tours. Thursday or Friday mornings.

Escort a third, fourth, or fifth grade class through the Museum, Gannon Cabin, West Harmony School, Textile area, Barn area, and Eckert Hall.

Tell students about the West Harmony one-room school. 20 minutes per group.

Demonstrate spinning, weaving, quilting, tating, sewing, or knitting. 10 minutes per group.

Tell students about farming using exhibits in the Deicke barn area.

The Collection

Accessioning: catalogue donated items and write up of description of donated items. Training provided.

Digital scanning of scrapbooks and photos.

Technology & Office

Computer & electronic hardware & software problem-solving, installation, maintenance.

Online selling using Etsy, E-Bay, Craigslist.

Data processing projects, filing, various small tasks.

Bulk mailings - fold, seal, label newsletters & mailings 6-8 times per year.

Research Library

Do research on various topics, like genealogy.

Scanning documents, scrapbooks, and photos.

Research and write local history articles.

Transcribe & digitize oral histories.

Demonstrate weaving, spinning, quilting, sewing, tating, knitting or crocheting.

Heritage Fair, second Sunday in July.

Cider Fest, first Sunday in October.

More opportunities on other side 

Name: _____

Phone Number: _____ Cell: _____

Email: _____

Address: _____

** Emergency Contact: _____ Phone Number: _____

Availability:

Weekday mornings

Saturday mornings

Sunday mornings

Weekday afternoons

Saturday afternoons

Sunday afternoons

Weekday evenings

Saturday evenings

Other Skills, Talents, or Interests:

For more information about MCHS, please visit: www.gothistory.org

Construction/Restoration/Maintenance

- _____ Restoration work on historic buildings owned by the Society.
- _____ Help with exhibit construction.
- _____ Handyman.

Administrative Volunteer

- _____ Assist with small and bulk mailing like the Museum Societies Page or Tracer
- _____ Organizing paperwork to be filed.
- _____ Stamp Receipt pads with correct information

Muscle Crew

- _____ Occasionally there is a need to move part of the collection and other heavy items.
- _____ Heritage Fair, second Sunday in July -- Setup and/or Take down crew.
- _____ Cider Festival, first Sunday in October -- Setup and/or Take down crew.

Special Events - Occurring annually. A variety of helping positions are needed, including:

- _____ **Heritage Fair, second Sunday in July on the Museum grounds.** Antiques auction, entertainment, cake walk, bake sale, car show, sales of white elephant items, used books, vintage clothing & garden glitz.
- _____ **McHenry County Fair, first week in August in Woodstock.** Sell quilt raffle tickets, museum store merchandise, and memberships.
- _____ **Cider Festival, first Sunday in October on the Museum grounds.** Cider making demonstration, museum greeter and store, bake sale, sales of white elephant items, used books, & vintage clothing.
- _____ **Autumn Drive, October at Perkins Hall,** corner of Franklinville & Garden Valley Roads. Sell quilt raffle tickets, memberships, and items from the museum store.
- _____ **Holiday Open House, first Saturday in December at the Museum.** Greet visitors, work museum store, assist with bake sale.
- _____ **Antique Appraisals Day in February at the Museum.** Check in desk, admission desk, appraiser assistants.
- _____ **Party People.** Organize and plan members' night, museum opening, the volunteer luncheon, & other special events.

Heritage Quilters & Quilt Raffle Program

- _____ Meet on Wednesday mornings at 9:30 a.m. to make a quilt that is raffled off as a fundraiser. This is a good opportunity to learn to quilt and to socialize.
- _____ Quilt Beekeeper - plan raffle quilt design/construction.
- _____ Sell Quilt Raffle tickets at various city festivals within the county.
- _____ Set up/take down quilt display at off site locations.

Bakers - Make baked goods for events

- _____ Heritage Fair.
- _____ Cider Fest.
- _____ Holiday Open House.
- _____ Sampler Series
- _____ Perkins Players
- _____ Halloween.

As needed on-the-job training is provided for some volunteer opportunities.

Board of Directors

- _____ Board members serve a three year term and meet on the 4th Monday evening of each month except for in December. The Board of Directors is the organization's governing body. Board job descriptions are available upon request.

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