

# McHenry County Historical Society & Museum Volunteer Opportunities

*We depend upon volunteers to help carry out our mission to  
"provide the methods and means of presenting McHenry County History to enrich Life."*

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. [info@mchenrycountyhistory.org](mailto:info@mchenrycountyhistory.org)

## Museum Admission Desk 1 - 4 p.m. May - October 4, 2015

Greet visitors, take admission, docent school/cabin  
 Tuesday through Friday afternoons  
 Sunday afternoons in May & Special Event Sundays  
 December Holiday Exhibit/museum Tuesday-Friday

## The Collection

Accessioning: catalogue donated items and write up description of donated items. On-the-job training.  
 Digital scanning of scrapbooks, photos

## School Programs...September through May, excluding January.

**West Harmony one-room school.**  
2 hours on Tues. or Wed. 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 min. per group.  
 Demonstrate spinning, weaving, quilting, tating, sewing, or knitting. 10 min. per group.  
 Tell students about farming using exhibits in the Deicke barn area.

## 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  
 Sell Quilt Raffle tickets at various city festivals within the county.  
 Set up/take down quilt display at off site locations

## Technology & Office

Computer & electronic hardware & software problem-solving, installation, maintenance  
 Online selling using Etsy, E-Bay, Craigslist  
 E-mail marketing using Constant Contact or similar  
 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, genealogy  
 Scanning documents  
 Research and write local history articles.

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

Heritage Fair, second Sunday in July.  
 Cider Fest, first Sunday in October.

## Bakers - Make baked goods for events

Heritage Fair  
 Cider Fest  
 Holiday Open House  
 Special Programs - Sampler Series, Perkins Players, Halloween,

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ cell \_\_\_\_\_

Email: \_\_\_\_\_

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

More opportunities on other side



### Construction/Restoration/Maintenance

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

### The James

- \_\_\_\_\_ Drive the mobile museum (converted diesel school bus) to events in the county, includes greeting visitors. Class C License required.
- \_\_\_\_\_ Greeter only

### 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...occur annually -- variety of help is needed.

- \_\_\_\_\_ **Heritage Fair, second Sunday in July** on the museum grounds. Antiques Auction, Entertainment, Cake Walk, Car Show, Sales: White Elephant, Used Books, Vintage Clothing, Garden Glitz, Baked Goods
- \_\_\_\_\_ **McHenry County Fair first week in August, Woodstock.** Sell quilt raffle tickets, gift counter items, memberships
- \_\_\_\_\_ **Cider Festival, first Sunday in October** on the museum grounds. Cider making demonstrator, greeter. Sales: White Elephant, Used Books, Vintage Clothing, Garden Glitz, Apple Baked Goods.
- \_\_\_\_\_ **Autumn Drive, October** – Perkins Hall, corner of Franklinville & Garden Valley Roads. Sell quilt raffle tickets, memberships and items from the gift counter.
- \_\_\_\_\_ **Holiday Open House, first Saturday in December** at the museum. Greet visitors, work gift counter, bake sale
- \_\_\_\_\_ **Antique Appraisals Day in February** - check in desk, admission desk, appraiser assistant

### Board of Directors

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

### Other Skills, Talents, or Interests

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