



Salem Historical Society

Volunteer Opportunities

We are in need of:

- **Docents** for museum and trolley tours
- **Researchers** to develop new tours
- **Manager** for our trolley
- **Manager(s)** for our Gift Shop
- **Implementers** for special events
- Both **planners and workers** for landscaping
- **Maintenance Specialists**
- **Organizer** of our archives

Our docents are tour guides on the trolley and in the museum

Skills: Learning topics and speaking to the public

Training? Yes. Material is developed and new docents will shadow experienced docents before leading on their own.

Time involved:

Museum tours are regularly scheduled on the 1st and 3rd Sundays from May through November

Trolley tours are randomly scheduled throughout the year.

Optional: Docents can be involved in the development of material



Researchers create and develop new tours and programs

Skills: research, organizing information, developing Power Point presentations, or docents guides, self motivated.

Time and Place: Time needs spent researching museum resources, the majority of time can be self-guided.



Suggested Topics: A walking tour of the “no-longer-existing” buildings in downtown Salem. This could be self-guided or docent guided. Good starting point would be our 2022 Calendar.

A Trolley Tour / Museum Tour combo for young people (schools) on the history of Salem Industries. This would be based on our industrial display. In addition to Mullins, Deming, and Bliis, pay close attention to little known ones like the Nail Co., Tolerton Ice (wouldn't it be cool to take them to the lake where they harvested ice?)

Salem industries that shipped around the world.

Manager for our Trolley

Skills: Management, Attention to Detail, Dependability, Good Communication, Organization

Time and Location: Open hours, would have to work at museum, but can often work at home



Duties include:

- > Schedule trolley tours convenient for docents and drivers
- > Schedule private rentals
- > Schedule drivers and docents
- > Work with state officials on keeping trolley credentials up to date
- > Inform drivers of ongoing random drug tests
- > File all paperwork

Manager(s) for our Gift Shop

Ideal:

2-3 friends who could work together to share the load.

Skills:

Background in sales a plus, a desire to serve the public, setting up displays, advertising, bookkeeping, tracking merchandise, dependability.

Time Requirement:

Book store must be manned during open hours, Mon-Wed-Thurs 9-noon, during special events, such as Monthly Meetings and tours.



Planner & Implementer of Special Events

Skills:

FUNdraising!

Social - loves parties, events, tours

Has a sense of what people will pay to do

Organize all details of an event

Creative

Knows Salem people

Can gather a team of volunteers

Can turn a profit

Time:

As needed - 1, maybe 2 times per year.

Very busy at times, then can
take time off.



Landscapers and Ground Keepers

Skills:

Knows plants that work in this area, and how to keep them growing

Has a creative sense of landscaping

Likes to work outdoors

Landscapers need to be able to organize a crew of volunteers

Volunteers need to be dependable

Time Required:

Flexible hours

Winter down-time



Maintenance Specialist

Skills:

Handyman skills

Knows how to work with wood, paint, electrical items, fixing broken equipment.

Optionally, can build shelves or boxes for displays

Time:

Usually during open hours, but can be flexible.



Organizer of Archival Materials and Storage

Skills:

Organization, likes a place for everything, and everything in its place.

Does not mind getting dirty

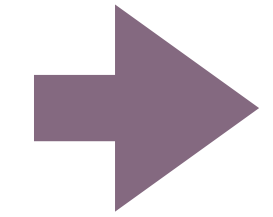
Values old items and understands preservation.

Time:

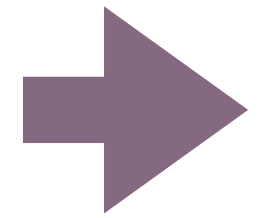
As much as possible. This is a never-ending task as we are constantly receiving accessions.



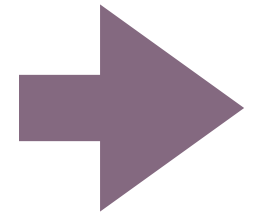
Why volunteer?



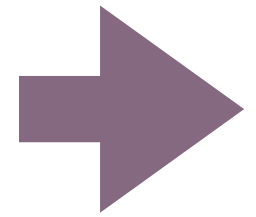
Working for a museum can be very rewarding



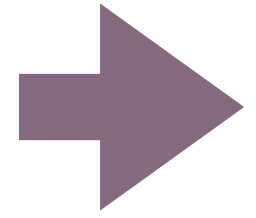
We can help you find a job that fits your interests and availability



You can develop your skills and sometimes find skills you did not know you had



You become part of a team of workers who care about our community and each other



There is a sense of satisfaction knowing that the work you do now will most likely be passed on to the next generations and even beyond. You are creating a legacy for our community

