Volunteer Guidelines & Code of Conduct

Thank you for being part of BDCM!

Bitterroot Discovery Children's Museum is an entirely volunteer-run organization, and we couldn't do what we do without people like you! Whether you're helping with exhibits, special events, programs, or projects behind the scenes, your time and talents make a difference for children and families throughout the Bitterroot Valley.

We want volunteering to be fun, rewarding, and safe for everyone. To help make that happen, we ask our volunteers to follow a few simple guidelines.

Working Together

- Treat all children, caregivers, visitors, board members, and fellow volunteers with kindness and respect.
- Follow the guidance of BDCM board members and all museum policies and procedures.
- Be dependable! If you've signed up for a shift and can't make it, please let us know as soon as possible.
- Please make childcare arrangements before your volunteer shift. Volunteers may not bring their own children while serving in person so they can remain fully present and safely support the needs of the museum and its visitors.
- Ask questions whenever you're unsure about something. We're happy to help!

Keeping Everyone Safe

The safety and well-being of children and families is always our first priority.

- Maintain appropriate boundaries with children and families at all times.
- Never be alone with a child in an unsupervised setting.
- Volunteers are not expected to supervise children independently. A BDCM board member will always be available during public-facing volunteer activities.
- Respect the privacy and confidentiality of museum visitors, families, and fellow volunteers.
- Immediately report injuries, safety concerns, inappropriate behavior, or policy violations to a BDCM board member.

The following behaviors are not permitted while volunteering:

- Physical, emotional, or verbal abuse
- Inappropriate physical contact
- Alcohol or drug use while volunteering
- Discrimination, bullying, or harassment

Failure to follow these guidelines may result in dismissal from volunteer service.

Getting Started

- Complete a Volunteer Application and any required orientation before beginning your assignment.
- Depending on your volunteer role, additional screening, training, or background checks may be required.
- Junior Volunteers must have parent or caregiver permission and follow the additional requirements of the Junior Volunteer Program.

A Little Thank You!

We appreciate your time! For every in-person volunteer shift you complete, you'll receive a voucher for one free guest admission to enjoy on a return visit to the museum. It's our little way of saying thank you for helping make BDCM possible!

Thank You!

Volunteer Acknowledgment

I have read and understand the BDCM Volunteer Guidelines & Code of Conduct and agree to follow them while volunteering.

Volunteer Name: _____

Signature: _____

Date: _____

Parent/Caregiver Signature (if under 18): _____