



Volunteer at the Wichita Falls Museum of Art

We sincerely appreciate the time and effort our volunteers dedicate to helping us fulfill our mission of promoting and preserving art in our community.

Commitment:

- Attend an initial training program and ongoing continuing education after training, including both online and in-person sessions.
- Following training, serve for at least one semester, supporting the museum's exhibitions and educational and outreach programs.
- Ability to work at least one 3-hour shift per week. (Monday through Saturday).
- Maintain regular attendance and fulfill scheduled volunteer shifts to ensure the success of museum initiatives.
- Serve the museum's mission of "enriching life in our community through new experiences in visual art for all ages."

Duties:

- Communicate information about the museum's exhibitions, programming, and collections tailored for diverse audiences.
- Engage visitors with information, encouraging all to share their feedback.
- Foster a welcoming, inclusive environment that encourages curiosity, creativity, and critical thinking.
- Communicate with museum staff about additional information and updates.
- Maintain a safe and orderly environment during visits, ensuring the well-being of visitors and artwork.

Skills and Abilities:

- Passion for working with people, being welcoming, inclusive, nurturing, and energetic.

- Confidence in communication and discussions with visitors.
- Patience and empathy when working with visitors of varying ages and backgrounds.
- Flexibility to accommodate changing dynamics and visitors' needs.
- Comfortable managing visitors' engagement and behavior.
- Ability to work collaboratively as part of a team and independently with minimal supervision.
- Comfortable with online scheduling and regular email communication.

Physical Requirements:

- Stamina to move through the museum galleries, maintaining energy and enthusiasm while serving visitors.
- Capable of lifting and carrying lightweight educational materials or props as needed.

Requirements:

- At least 18 years old and possess a high school diploma or equivalent
- Availability is one day a week (Monday through Saturday), with occasional evenings for special events.
- Completion of a background check as required by state regulations.
- Commitment to upholding the museum's mission and values and guiding program policies and procedures.

Volunteers enjoy free admission to all exhibitions, discounts at the store, ongoing continuing education, and more. Join our team as a volunteer and make a lasting impact.

Wichita Falls Museum of Art at MSU
2 Eureka Cir | Wichita Falls, TX 76308
(940) 397-8900



WFMA Volunteer Application

Thank you for your interest in becoming a volunteer at the Wichita Falls Museum of Art. Please fill out the application and email it to wfma@msutexas.edu to apply.

Personal Information

First name: _____ Last Name: _____

Nickname: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Ok to call Yes No

Email address: _____

Date of birth (year is optional): _____ Pronouns: _____

Education: _____

Training Availability

Training is in-person is required. We will reach out to you about upcoming dates for training. Briefly explain why are you interested in becoming a volunteer and what you hope to experience or accomplish through the program.

Volunteer History

Have you volunteered with a cultural institution before? If so, please let us know where:

Skills and Experience

Please list or explain any relevant skills or experience you have that may help you engage with the museum constituency, including languages spoken, experience working with diverse audiences, experience in public speaking, etc. No prior art or teaching experience is required to become a volunteer, and all subjects will be covered in training.

Availability

Please indicate the days and times you are usually available to volunteer.

Monday: from _____ to _____

Tuesday: from _____ to _____

Wednesday: from _____ to _____

Thursday: from _____ to _____

Friday: from _____ to _____

I would like to serve up to _____ hours

Education and Employment History

Briefly summarize your educational background and volunteer or employment experience.

Emergency Contact Information

Contact 1

First name: _____ Last Name: _____

Phone: _____ Relationship: _____

Contact 2

First name: _____ Last Name: _____

Phone: _____ Relationship: _____

Disclosure & Agreement

Have you ever been placed in pre-trial intervention (PTI) or a related program, placed on probation, fined, had to provide restitution to a third party, pled nolo contendere (no contest), or had adjudication withheld by any judicial or quasi-judicial body for a felony or misdemeanor (other than a minor traffic violation)? If yes, please explain.

Yes No

I understand that submission of this application does not guarantee acceptance to the Museum Volunteer Program. If accepted as a volunteer, I agree to abide by all applicable rules and regulations of the Museum, including undergoing a background check before being able to work with students. I certify that the information above is true and complete to the best of my knowledge.

I Agree *

Signature

Date