

**Southeastern
Railway
Museum
VOLUNTEER
REGISTRATION**

The **Southeastern Railway Museum** was founded with the purpose of preserving our great railroad heritage. It has grown so that we now see a need to preserve all types of historic transportation. The state of Georgia agreed and has named us “**Georgia’s Official Transportation History Museum.**” This means gathering and preserving not only railway items, but trolley car, bus, trolley bus, steam tractor, horse drawn vehicles, etc. Once **SRM** has these historic items, there are two more ingredients that are needed to complete the preservation for exhibit people and money. The above “title” is nice, but it does not provide either of these ingredients. We don’t expect it to. So how do we get these ingredients?

You can help **Yes, you!** There are so many ways you can help save these historic relics, preserve them and provide an atmosphere for educational display. One of those ways is to take a few of the green Southeastern Railway Museum brochures with you and give them to friends encouraging them to come and enjoy the museum.

The **Southeastern Railway Museum** is an entity of the non-profit corporation, the Atlanta Chapter of the National Railway Historical Society.

Presently, **SRM** is staffed and managed completely by volunteers. Many volunteers are members of the museum and/or the Atlanta Chapter of the NRHS. There are other applications for those, and there are annual dues. You can be a volunteer without becoming a member of either, and you can become a member of either without volunteering. Neither is a requirement for the other. There is no charge to be a volunteer. However, if you choose to help in a way that you will be coming in contact with the public, you are strongly encouraged to purchase a “staff” polo shirt, at cost, from the gift shop. A “Volunteer” name badge will be provided and you are asked to wear it when on duty. The badges are normally kept in a box on the display case next to the docent’s desk in Building 1. As an **SRM** Volunteer, you choose what you want to do, and when you want to do it. If you need or want it, training is provided by other staff volunteers.

The list below contains are just some of the areas SRM needs help.

- Gift Shop Staff
- Marketing
- Public Relations
- Advertising
- Direct Sales
- Party Planning & Organizing
- Fund Raising
- Grant Researching
- Grant Writing and Application
- Special Events Staffing
- Volunteer Recruiting
- Museum Administration
- Library Administration
- Exhibit Housekeeping

- Sanders and Scrapers
- Painters (interior & exterior)
- Sign Painters
- Carpenters
- Mechanics
- Cleaners
- Docents
- Tour Guides
- Assistant Tour Guides
- “Engineers (steam & diesel)
 - *Firemen
 - *Conductors
 - *Brakemen
 - *Dispatchers
- * **SRM** will provide free training to any volunteer to qualify them for Train Crew.

You would really like to help but you don’t have any time available. There are other ways you can help **SRM** to and continue to add to the community’s history records. Joining the **SRM . . .**
 Preservation Partners. Do this by donating to the museum by purchasing gift cards at Lowes or Home Depot so that needed items can be purchased. Directly donate money, power tools, lawn mowers (new or in good shape), services, etc.

SRM needs help recruiting community leaders to sit on the Board of Trustees.

VOLUNTEER REGISTRATION

Southeastern Railway Museum

(Check one)

I cannot register to be a volunteer at this time. Please send me information on other ways that I can help to the address, below.

My completed Volunteer Registration form is below. Please contact me regarding the next scheduled orientation.

If you have decided to join with us as a volunteer, please complete the registration form. The next step will be to attend an orientation. At that time, you can ask questions and express any specific interests you have. And there will be a "behind the scenes" tour and a helpful SRM Volunteer Handbook will be issued. You will be notified as to the next orientation date and time.

If you would like information about possibly joining the Atlanta Chapter of NRHS, check this box.

If you would like more information about becoming a Southeastern Railway Museum Member, check this box.

NAME : _____ (PLEASE, PRINT LEGIBLY)		TODAY'S DATE : ____ / ____ / ____	
NAME : _____ (IF VOLUNTEER IS UNDER 18, NAME OF PARENT OR GUARDIAN) NOTE: PARENT OR GUARDIAN MUST COMPLETE A SEPARATE VOLUNTEER REGISTRATION AND IS EXPECTED TO BE PRESENT AND RESPONSIBLE WHEN UNDERAGE VOLUNTEER IS ON DUTY.		BIRTH MONTH : _____	
EMAIL ADDRESSES :		IF UNDER 18 BIRTHDAY : ____ / ____ / ____	
PRIMARY : _____		TELEPHONE NUMBERS :	
OTHER : _____		HOME : ____ - ____ - ____	
DON'T CALL ME ON. <input type="checkbox"/>		CELL : ____ - ____ - ____	
		WORK : ____ - ____ - ____	
STREET ADDRESS : _____			
P.O. BOX, APT. # , etc. : _____			
CITY : _____		STATE : ____	ZIP CODE : _____ - ____
IN AN EMERGENCY, PLEASE NOTIFY :			
_____		_____	
(Please, print name, legibly)		(Relationship)	
_____	_____	_____	_____
(Home phone number)	(Cell phone number)	(Work phone number)	(Complete address)
I affirm that the information provided on the above registration form is true, and accept responsibility for my own safety and will do my best to always follow the rules and tenants of the SRM. My signature also is a waiver, absolving the Southeastern Railway Museum and/or the Atlanta Chapter of the National Railway Historical Societv or its members of			
Signed : _____		Signed : _____ / ____ / ____	
(Volunteer's signature)		(Today's date)	(Parent or Legal Guardian)
		(Today's date)	
Please print name : _____			
(Parent or Legal Guardian)			

Southeastern Railway Museum

Georgia's Official Transportation History Museum

1/4 mile North of Pleasant Hill Rd., on Buford Highway, then turn left. Go across the Norfolk Southern Railroad tracks then to the right. 770 - 476 - 2013

- O V E R -

Tell us about yourself:

(Please, circle your choice)

Are you single? Y N Are you employed? Y N Are you ^{Email :} volunteers@srmduluth.org

What is the company name? _____

What is your position? _____

What is your education? High School Graduate? Y N Year graduated: _____

College? _____ Major? _____

Graduated? Y N Year: _____ Graduate School? Y N Major? Year: _____

University? _____ Degree(s)? BS BA BFA Masters Doctorate

What volunteer experience do you have?

Why do you want to volunteer at SRM?

What are your expectations about volunteering at SRM?

What interests, skills, hobbies, etc. do you have?

Do you like working with the public ? Y N (Please, circle your choice)

Where would you like to help? (Please, checkmark your choices)

- | | | | |
|--|---|--|-------------------------------------|
| <input type="checkbox"/> Artifact Preservation | <input type="checkbox"/> Administration | <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Tour guide |
| <input type="checkbox"/> Web Site Administration | <input type="checkbox"/> Advertising | <input type="checkbox"/> Grant Research | <input type="checkbox"/> Docent |
| <input type="checkbox"/> Computer Technology | <input type="checkbox"/> Gift Shop | <input type="checkbox"/> Grant Application | <input type="checkbox"/> Publicity |
| <input type="checkbox"/> Volunteer Recruiting | <input type="checkbox"/> Track work | <input type="checkbox"/> Landscaping | <input type="checkbox"/> Train Crew |

Railway Locomotives (Steam & Diesel) and rolling stock, Steam Tractors, Trucks, Cars, Wagons, Track Speeders, Buses, Trolley cars, Trackless Trolleys maintenance and repair :

- | | | |
|-----------------------------------|---|--|
| <input type="checkbox"/> Sanding | <input type="checkbox"/> Cleaning | <input type="checkbox"/> Woodworking |
| <input type="checkbox"/> Grinding | <input type="checkbox"/> Painting | <input type="checkbox"/> Carpentry |
| <input type="checkbox"/> Welding | <input type="checkbox"/> Diesel mechanics | <input type="checkbox"/> Upholstery |
| <input type="checkbox"/> Washing | <input type="checkbox"/> Steam engines repair | <input type="checkbox"/> Boiler making |

Please get this completed form to **SRM**. Drop it off, mail it, fax it or email it to one of the following :

Regular Mail : Volunteer Coordinator:

Southeastern Railway Museum

P. O. Box 1267

Duluth, GA 30096

Fax :

770 - 573 - 3754

Attn : Volunteer Coordinator

Email :

volunteers@srmduluth.org