

Volunteer Opportunities at The Bellamy Mansion Museum

1. **Docents:** All docents receive training materials to guide visitors through the Mansion in addition to a one-on-one approach by the docent trainer. Docents choose a morning or afternoon shift convenient to their schedule, and they volunteer on a weekly basis usually although some prefer a less frequent commitment.
2. **Host and Hostesses:** This position is a “Meet and Greet” position to welcome visitors to the Mansion. Responsibilities also include handling admissions and gift shop sales, showing our orientation film, and assisting staff with incoming telephone calls. Like the docent position, any commitment is flexible.
3. **Gardeners:** Our beautiful gardens are tended to on an every other week basis Wednesday mornings beginning at approximately 8:30 a.m. If the weather is unusually hot or cold they will cancel for that day. You do not need a “green thumb” to join.
4. **Special Event Volunteers:** Throughout the year, the Bellamy Mansion hosts numerous events. Some are fund raisers, others are children’s events, those with a focus on the community, and social and educational events. Recently we have hosted approximately 50 events per year and none of those could have happened without volunteers.
5. **Volunteers with Special Skills:** People with special skills are always welcome at the Mansion; such as carpentry, painting, computer skills, foreign language skills and general office assistance.

To volunteer in any area, please pick up a Volunteer Registration Form from Brooks Murphrey, Administrative Assistant, or you can view and print the form from our website: www.bellamymansion.org; click on Volunteer and print out the form. The form can be mailed or returned in person. Completing a form does not commit you, but you will hear from us.

Bellamy Mansion
503 Market Street
Wilmington, NC 28401
(910) 251-3700

Bellamy Mansion Museum Volunteer Registration Form

The information on this form will help us learn a little about you and find the most satisfying and appropriate volunteer position for you.

Name: _____ Date: _____

(First)

(Middle)

(Last)

Home Address: _____

(Street)

(City, State)

(Zip)

Telephone: _____ Email: _____

Birthday: _____ (month/day)

In case of Emergency Contact: _____

(Name)

(Relationship)

(Address)

(Phone)

(Email)

Work Experience: _____

Are you presently employed? Yes _____ No _____

If yes, hours per week available: _____

List any special skills, training, interests, hobbies or talents:

Volunteer Experience/Community Affiliations:

Education: _____

Volunteer Registration Form (cont.)

What type of volunteer work are you interested in doing?

_____ Tour guide Tour guides work in 4 hour shifts, weekly or every other week
The Mansion is open Tuesday-Saturday 10am-5pm
Sunday 1-5 pm

_____ Host/Hostess Hosts and Hostesses greet the public and run the cash register.
They work from 10am-1pm or 1pm-5pm weekly or every other
week.

_____ Gardeners Our team of gardeners works approximately 9:00-11:00 am
every other Wednesday.

_____ Other _____

Availability (please list hours):

Sunday _____

Thursday _____

CLOSED Mondays

Friday _____

Tuesday _____

Saturday _____

Wednesday _____

I can work: weekly _____ every other week _____

Preferred Schedule: _____

Any further comments or information:

How did you hear about us? _____