

Adult Applicant
Background check

As part of regular procedure and in accordance with American Alliance of Museums' recommendation, Bergstrom-Mahler Museum of Glass conducts background checks on potential adult volunteers. In order to continue the application process, a signed authorization and consent for release of personal information form is required to be included with the application.

"The information I have provided on this application is true and complete. I hereby give Bergstrom-Mahler Museum, Inc. the right to investigate my background and release the museum, and all persons or corporations supplying such information, from liability. I understand that if any misrepresentation has been made by me, I may be disqualified for consideration or dismissed if discovered at a later date."

SIGNATURE

Thank you for your interest in volunteering for Bergstrom-Mahler Museum of Glass. After reviewing your application, you will be contacted by a museum official regarding next steps in the process.

Youth Applicant Information

PARENT'S NAME(S)

NON-FAMILY REFERENCE 1

ADDRESS

CITY/STATE/ZIP

TELEPHONE (HOME, CELL)

EMAIL

NON-FAMILY REFERENCE 2

ADDRESS

CITY/STATE/ZIP

TELEPHONE (HOME, CELL)

EMAIL

We thank our seasonal sponsors and local community foundations for their support.



About Bergstrom-Mahler Museum of Glass

Opened in 1959 to house the largest collection of glass paperweights in the world, Bergstrom-Mahler Museum of Glass is a historic structure on the shores of Lake Winnebago that includes exhibition galleries, an active glass studio, classrooms, a study library, and a museum shop. With paperweights still a cornerstone, the art museum's permanent collection has expanded significantly to include important pieces in antique Germanic glass drinking vessels, Victorian art glass, and contemporary glass sculpture.

The Museum Shop at Bergstrom-Mahler Museum of Glass carries works of art by more than 150 artists worldwide who are at the top of their art form, along with an amazing array of unique and affordable art glass collectibles and gifts.

Accessible to all, Bergstrom-Mahler Museum of Glass provides extraordinary glass experiences to spark fun, kindle creativity, and illuminate learning for all. Bergstrom-Mahler Museum of Glass is accredited by the American Alliance of Museums.

Hours:
Tuesday, Wednesday, Friday, Saturday
10:00am–4:30pm
Thursdays 10:00am–8:00pm
Sunday 1:00–4:30pm
Admission: Free

Bergstrom-Mahler Museum of Glass
165 North Park Avenue, Neenah, WI 54956
920-751-4658 | bmmglass.com | @bmmglass



Volunteer
at YOUR
Museum



Volunteering at YOUR museum

Associate in The Museum Shop

The Museum Shop is looking for enthusiastic individuals who would enjoy working in a lively and fun retail setting. Though previous retail experience is not necessary, volunteers should feel comfortable working with the public and independently on an occasional weekend or Thursday eve. Approx. time commitment is two 3 or 3.5 hour shifts and one 1 hour training per month.

Docent/Tour Guide

As a member of a team of docents, volunteer will conduct guided tours of the museum galleries for small groups of visitors of all ages. Volunteer will commit to training with the Curator of Collections and Exhibitions, and will attend regular docent meetings either in-person or virtually.

Curatorial and Collections Records

Volunteer will assist the Curator of Collections and Exhibitions with researching, digitizing, organizing and filing general media, collections and exhibits records. Prior experience with photography and digital scanning is helpful, but not compulsory.

Glass Studio-Art Activity Day Support

You will help facilitate hands-on art activities during our Art Activity Days that we hold one Saturday a month. Set up and help families from the fox cities create small non-glass crafts throughout the museum. Or help people create down in the studio. No experience is required except confidence in working with the public.

Glass Studio-Studio Support

Help with preparation, facilitation, and clean-up of different glass-based projects. Preparing for glass classes and Art Activity Days require a lot of preparation for smooth running. Learn and practice things like cutting, cleaning and grinding glass. Time commitment: 1-3 hours/week

Development and Engagement

Special events need greeters and servers who enjoy meeting with people, as well as people to haul, set up, and clean up. Bakers can also contribute snacks and treats to our events. High school aged students are welcome to help. Occasionally we need people to do simple, repetitive office tasks, such as fold brochures, stuff envelopes, etc.

Marketing

Marketing is seeking volunteers who would like to assist in the areas of social media, graphic design, photography, video, and event preparation.

Education

Assist in preparation of educational & fun activities for Art Activity Day, Art After Dark, and museum visitors. Duties include cutting out projects, collecting supplies, organizing educational components. Flexible hours based on volunteer availability.

Your Information

NAME (FIRST, MIDDLE, LAST)

ADDRESS

CITY/STATE/ZIP

TELEPHONE (HOME, CELL)

EMAIL

Skills, Training, Expertise

Employment or Volunteer Experience

Areas of Interest

Museum Shop

- ☐ Associate Cashier
- ☐ Support Staff/Packer

Curatorial & Exhibits

- ☐ Docent/Tour Guide
- ☐ Exhibit Support
- ☐ Collections Support

Glass Studio

- ☐ Art Activity Facillitator
- ☐ Support

Development & Engagement

- ☐ Administrative
- ☐ Special Events
- ☐ Other _____

Marketing

- ☐ Office
- ☐ Distribution
- ☐ Creative

Education

- ☐ Preparation
- ☐ Day-of-activity support

Availability

- ☐ Year 'round
- ☐ Seasonal (specify months below)
- ☐ Mornings ☐ Afternoons ☐ Evenings
- ☐ Two hours per week ☐ 4+ hours per week
- ☐ One-day events/activities

OTHER