

**El Paso County Historical Society  
603 W. Yandell Drive  
El Paso, Texas 79902  
915-533-3603**

**Volunteer Application Form**

Please fill out this form and return to El Paso County Historical Society to receive consideration for a volunteer position. You may mail this form to our mailing address, attach it to an email to our volunteer coordinator at [janineyoung11@gmail.com](mailto:janineyoung11@gmail.com), or drop it by our office.

The El Paso County Historical Society (EPCHS) is a 501(c)(3) organization that advocates for the collection, preservation and dissemination to the public of our region's history. The EPCHS is headquartered at the Burges House, a Texas historical landmark, and maintains an archive of over 25,000 photos, thousands of documents, hundreds of maps and books, and scores of artifacts all dealing with the border region's rich history. The EPCHS endeavors to foster research into the history of the El Paso area; share that history with the public; publish and encourage historical writing pertaining to the area; and develop public consciousness of our rich heritage.

We invite volunteers over the age of 16 to contribute their time and talents to the mission of the EPCHS. After we receive your application, we will contact you to arrange for an interview in person or by phone. All information on this form will be kept confidential and will help us find the perfect volunteer project for you.

Thank you for your interest!

**First Name:**

**Last Name:**

**Street Address:**

**City, State, Zip**

**Cell Phone:**

**Other Phone (indicate whether it is work or home):**

**Email Address:**

**Current Employer (if applicable):**

**Date of Birth:**

**Education (highest education level with major area of study):**

**Languages spoken:**

**Physical limitations:**

**Are you fully vaccinated against COVID-19:**

**Previous volunteer experience:**

**Valid driver's license # (only include if driving will be involved as a volunteer):**

**How did you hear about the El Paso County Historical Society?**

**Why would you like to volunteer at the EPCHS?**

**Do you have skills, special interests or experience that you would like us to consider when placing you into an appropriate position?**

**Here are some of the volunteer positions we offer. Please check the ones you would be most interested in.**

Front desk greeter

Data entry

Archives (helping to sort and organize collections)

Events (fundraising events and celebratory events)

Fundraising (may involve telephone calls, writing thank you notes, or grant writing)

Communications (writing fundraising messages, social media posts, preparing mailings)

Docent (providing tours of the Burges House to individuals and groups)

**What days of the week are you available? (circle all that apply)**

**Hours of operation are Monday-Friday, 10 am – 2 pm**

**The EPCHS is also open in the evenings and weekends by appointment and for special occasions.**

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

**How many hours are you available per week?**

**Do you prefer:**

Morning

Afternoon

Evening

**Emergency contact:**

Name:

Phone:

Relationship:

**Do you require documentation of your volunteer hours?**

**Signature:**

**Date:**