

Museum of the Gulf Coast Teen Troup Application

Applicant's Name _____ Cell Phone _____

Street Address _____ City, State, Zip _____

School _____ Parent's E-mail _____

Birthday _____ Current Grade (grade as of fall 2017) _____

What is your favorite subject? Why

Why do you want to join Teen Troupe?

What makes volunteering at the museum appealing?

Describe skills and experiences you have working with people.

What other interests and hobbies do you have?

Museum of the Gulf Coast Teen Troupe Reference Form

Please have two adults who are not related to you answer the questions below as a recommendation for you. Please return the completed forms with your completed application or mail them separately.

Applicant's Name _____

Your Name _____ Relationship to Applicant _____

Please describe how you know the applicant.

Is the applicant comfortable in talking with a variety of people?

What specific characteristics do you feel make this applicant a good candidate for the Teen Troupe Program?

Please Return To:
Museum of the Gulf Coast
ATTN: Andy McCall
700 Proctor Street
Port Arthur, Texas 77640

Contract for Teen Volunteers. Please Read Carefully

WHAT IS TEEN TROUPE?

Do you love museums? How about science, art, or history? Each year, the Museum of the Gulf Coast gives local teens the opportunity positively impact their community, explore their interests, and discover new talents in a safe, educational environment. This experience teaches real-world skills which prepare teens for the challenges they will face when they begin working. Volunteer projects, summer camp programs, and museum events are the main focus of Teen Troupe.

WHAT WILL I BE DOING?

- **Family Fun Day Volunteering:** During Family Fun Days, volunteers help with arts and crafts, science experiments, set up/clean up, and interact one on one with guest to help them enjoy their experience.

- **Members Only Exhibit Openings:** Museum Members get a sneak peek at new traveling exhibits before the public opening. During these VIP events, Teen Troupe members help by serving refreshments to our members.

- **Extra! Extra! Read all about it!**

Many teens already spend a lot of time on social media. Maintaining a website, writing a blog, or producing successful videos for YouTube could easily turn into a job with a newspaper or television station. Members of the **Teen Troupe Press Corps** who develop these key skills may have the opportunity to work with professional media to promote the Museum. Teen Troupe photographers are encouraged to document Museum activities and post their pictures to the Museum's blog, website, or Facebook page.

- **Want to be President of the United States?** Politicians (and actors) need lots of practice in public speaking. Become a Junior Docent and learn to give tours! You must be a Teen Troupe member for one year, earn 10 tickets during your volunteering, and complete Junior Docent Training.

- **Junior Curator**

The Museum houses many artifacts. These artifacts must be maintained and cataloged. Learning how to conduct research is an important part of a Curator's job. Junior Curators must be Teen Troup members for one year, earn 10 tickets, and complete **Junior Curator Training**.

The THREE "T's" – TIME, TASK, and TRUST

You are representing the Museum. Although we want you to have fun, you are expected to be responsible and act maturely while volunteering. What does that mean?

- **TIME:** If you commit to volunteering at an event, be on time. Schedules are based upon who says they will volunteer. If you must leave early, make sure we know that when you volunteer. Example: "I will come on Saturday at 10:00am, but I must leave at 1:00pm." We understand that since you can't drive (yet), sometimes it is hard to be on time. Please plan to arrive at least 10-

15 minutes before you are scheduled. Let the Education Coordinator know within 48 hours if you cannot come in.

- **TASK:** Do what you say you will do. Stick to your assigned schedule during Family Fun Days and stay with the group during Special events. If you leave your assigned place during a Family Fun Day or an event (even when it is slow) or are not paying attention, our guests will not know what is going on.
- **TRUST:** Be honest. If you make a mistake, admit it. Treat Museum Staff, visitors, and your fellow Teen Troupe members with respect. If you want to have the responsibility and freedom that comes with being a young adult, you need to act like one. Use appropriate language and behave maturely at all times.

TEEN TROUPE RULES:

1. No phones (or other electronics) may be used during meetings or while you are volunteering!
2. Dress appropriately: Teen Troupe shirts should be worn while volunteering for all events. For Museum receptions, please wear slacks/button-down shirt or an appropriate dress. If you must ask if your clothes are “appropriate”, wear something else.
3. Plan to stay at least ½ hour after the function to help clean up. Do not leave until the Education Coordinator (or other staff member) has released you.

By volunteering, you agree to follow the Three T's/Teen Troupe Rules. If you do not follow these rules, you will lose tickets. **First Offense: Verbal Warning. Second Offense: Lose a ticket.** *If you lose too many tickets, you will not be allowed to be recognized in any reward opportunities at the end of the year. If you are banned from the Reward benefits and still wish to continue to participate in Teen Troupe, you will need to re-apply for the program and start over. We will give you another opportunity if you can tell us what you did wrong and what you will be doing better.*

Volunteering has its privileges. Teens will chose from a list of options. Teen Troupe members will earn rewards by accumulating “tickets.”

How does the “ticket” system work?

1. You will earn ticket(s) for each time you volunteer.
2. At the end of each event, a “VIP” will be awarded. This person will be chosen by the group. The VIP should go “above and beyond” what is expected of them. **Example: You stayed late and helped finish the dishes.** Every volunteer (not just teens!) will anonymously place a “VIP” ticket in the envelope of the Teen Troupe member they think is that event’s “VIP”. Teens can’t vote for themselves.
3. In August, tickets will be counted. A prize will be awarded for the most tickets. All teens who volunteered for events or programs will be allowed to participate in year-end rewards.

Requirements

1. Fill out the application
2. Have two people that are NOT related to you (teacher, pastor, neighbor, etc.) fill out the two reference forms.
3. Become familiar with the Museum and Museum events: attend meetings so that you know what is going on at the events and so that you can become more familiar with the galleries and exhibits.
4. A one year commitment to teen troupe is required.

Andy McCall
Education Coordinator
Museum of the Gulf Coast
mogc.educator@gmail.com
409-999-6284

REQUIRED: Complete each section thoroughly and neatly

1. **References Required:** See Attached-References are required and **MUST** be a **NON-FAMILY MEMBER**. Attach the references with your application or have them mailed in separately.

2. **Attach a biography about yourself and a picture:** These will be posted on the website and will help when volunteers are chosen to be highlight you in the newsletter as a volunteer.

- a. Tell about yourself: what are your interest, hobbies, and special skills
- b. Have you done any volunteering in the past anywhere else?
- c. Why did you become a teen troupe volunteer?
- d. How would you benefit from working at the museum?

3. **Please read the contract for volunteers thoroughly. Complete all sections by initialing on the lines, and sign below.**

____ I have read and filled out the application completely.

____ I have read the contract and agree the terms of volunteering at the Museum.

____ I agree to work responsibly and conscientiously at my volunteer duties.

____ I will behave appropriately at the Museum: appropriate language and behave maturely and responsibly at all times while at the Museum.

____ I understand how the ticket system works.

____ I will not have my iPod, phone, or text during volunteering time.

____ I will call within 48 hours to let the Education Coordinator know that I cannot make my scheduled volunteer time.

TEEN TROUPE MEMBER SIGNATURE: _____ Date _____

4. **PARENT/GURDIAN, IMPORTANT PERMISSION: (Please sign agreement to conditions)**

Your child's name, phone number, and email will be included on a substitute list to that Museum staff can make arrangement for someone to cover their scheduled time if they cannot make it due to sports, vacations, or emergencies. Texts, postcards, and emails are send out as reminders and with work schedules. **Teen Troupe volunteers** are responsible for making sure they know when they are signed up to volunteer and to let their parents know.

- 1. I have completely read the application form with my child and agree with the information provided.
- 2. I agree to help my child be responsible for the time they sign-up to work their volunteer hours and I will send food with my child if they are working through lunch or dinner.
- 3. I consent to the use of photographs and/or videos taken of my child during community service by any reprehensive of the Museum of the Gulf Coast, or any TV or newspaper, or other media this year and in the future (newsletter, Museum website, Facebook, posters, brochures, etc.).

PARENT/GUARDIAN SIGNATURE(S) _____ Date _____ Email _____

Address: _____ Phone Number: _____ Do you receive texts?
Yes No