

## Volunteers Needed-Saturday Morning Club Winter 2010

If you are responsible, enthusiastic and enjoy working with children, then we want you for ROM SATURDAY MORNING CLUB Winter 2010!

Saturday Morning Club is a pre-registered educational program for children ages 5 to 14. SMC's thematic courses are based on the Museum's exhibits and collections. Courses are led by one instructor and up to four volunteers who help the instructor deliver their program. The Winter 2010 session runs from **Saturday January 10th to Saturday March 6th (excluding February 13)**. We need volunteers who will commit to **all eight** Saturdays, 8:15 am - 12:30 pm.

### What do SMC volunteers do?

SMC volunteers act as assistants to the course instructors. Some of the ways they help are by:

- preparing material for activities
- facilitating children's activities
- helping with clean-up after activities
- assisting in escorting children through the Museum

### How do I Apply?

Simply fill out the following form and return it by mail, fax, e-mail or in person no later than **Wednesday December 16th, 2009**. Forms received after this date will not be processed and you will not be eligible to volunteer for the session. To provide everyone with a clear idea of how SMC works and what the role of a volunteer is, we are holding an **orientation/information session on Wednesday, January 6th, from 5:00 PM – 8:00 PM. Attendance is mandatory; you will not be contacted inviting you to the orientation.** Meet at the Staff Entrance on the south side of the Museum from 4:45 PM (between the ROM and the Planetarium). **You must RSVP to attend.** To do this, complete the following application form.

**SMC volunteers must be 16 years of age or older. ROM Summer Club Leadership graduates can apply at 15 years of age.**

*Please note that the number of volunteer positions available are based on the number of children enrolled in our programs. Attendance at the orientation session does not guarantee a position at Saturday Morning Club. If you are not accepted as a volunteer for this session, your application will be kept on file and you will be notified of future opportunities.*

**Questions or concerns? Please email us at [studio@rom.on.ca](mailto:studio@rom.on.ca).**



## Saturday Morning Club Winter 2010 Volunteer Assistant Reference Form

Please have two people submit references on your behalf. These forms should be handed in with volunteer applications in an envelope signed and sealed by the references.

If you have been accepted as a volunteer with our Saturday Morning Club, Summer Club or March Break Camp program within the last year, you do not need to submit new references.

The following section should be filled out by the volunteer applicant.

Applicant Name:	Email:	Phone Number:
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The following section should be filled out by the volunteer reference.

Reference Name:	Email:	Phone Number:
In what capacity have you known the applicant?		How long have you known the applicant for?

The collection of personal information is governed by the Freedom of Information and Protection of Private Act (FIPPA). Should you have any questions regarding privacy provisions, please contact Jovanna Scorsone, Program Coordinator, 416.586.8043

Please evaluate the applicant on the following areas. Circle the number that best describes the applicant's performance: 5 – Outstanding 4 – Above Average 3 – Good 2 – Needs Improvement 1 – Unsatisfactory

<b>1. Attitude and Enthusiasm</b>				
5	4	3	2	1
Comment:				
<b>2. Quality of Work</b>				
5	4	3	2	1
Comment:				
<b>3. Ability to Work with Others</b>				
5	4	3	2	1
Comment:				
<b>4. Ability to Follow Direction</b>				
5	4	3	2	1
Comment:				
<b>5. Dependability</b>				
5	4	3	2	1
Comment:				

