



# Friends of the Tubac Presidio and Museum, Inc.

1 Burruel St, Box 4162 • Tubac, AZ 85646 • 520.398.2252 • Fax 520.398.2685 • [www.tubacpresidio.org](http://www.tubacpresidio.org)

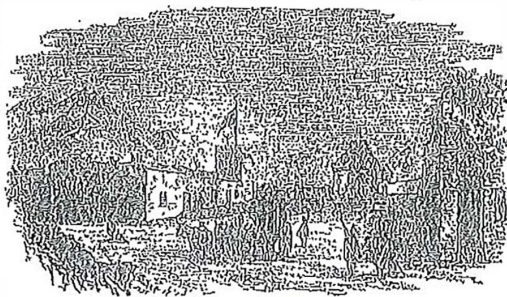
Thank you for considering volunteering at the Tubac Presidio State Park and Museum! Volunteers are the heart and soul of our park and essential to keeping the park running smoothly.

Below is a list of the variety of volunteer opportunities available to choose from. Please circle those you might be interested in. We have included in this packet a volunteer application, instructions on how to complete a background check, which is required by the state for all volunteers, and an emergency contact form. We will contact you once all paperwork is complete.

Thank you so much for your interest!

Shannon Stone, Director Tubac Presidio and Museum.

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- \*Visitor orientation, gift shop sales
  - \*Gardening: weeding, trimming, harvesting
  - \*Special events assistance: set up, take down, serve refreshments
  - \*Grounds maintenance: help with minor repairs
  - \*Grounds maintenance: minor indoor/outdoor housekeeping (walkways, benches, signage etc.)
  - \*Gift Shop merchandising, promotion, pricing
  - \*Exhibit maintenance-cleaning glass, dusting, etc.
  - \*Living history-participating in demonstrations
  - \*Docent: Developing or giving guided tours to adult and student groups,
  - \*Rubbish collection and removal
  - \*Park opening and closing
  - \*Light secretarial help, computer updates
  - \*Social media updates
  - \*Events photography
  - \*Marketing assistance-business outreach, rack card sharing and distribution
  - \*Schools: children's programs, school outreach
  - \*Other: \_\_\_\_\_



# Friends of the Tubac Presidio & Museum

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(520) 398-2252 • FAX 398-2685 • TubacPresidio.org

## Save the Presidio!

### TUBAC PRESIDIO PARK VOLUNTEER APPLICATION

Name: Last, First, Middle Initial	
Mailing Address	
City, State, Zip Code	
Home Phone Number	Work Phone Number
Cell Phone Number	E-mail Address

Previous work experience: \_\_\_\_\_

Education and/or training: \_\_\_\_\_

Special skills, interests, hobbies: \_\_\_\_\_

Why have you chosen Tubac Presidio Park at which to volunteer? \_\_\_\_\_

What would you like to contribute to the Park? \_\_\_\_\_

If you have any work limitations, please explain: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# E-MAIL LINK FOR BACKGROUND CHECK

Subject: Tubac Presidio State Historic Park - Volunteer Position

Congratulations! You have been selected for a *Volunteer Position* with the Friends of the Tubac Presidio and Museum, Inc. pending successful completion of the **REQUIRED** Arizona State Parks Background Screening.

The REQUIRED Arizona State Parks Background Screening can be completed online by clicking on the following link, or copy and paste entire link into your web browser:

[https://ssci2000.secure-screening.net/cscreening/OApp\\_LoginEntrance.asp?mode=direct&code=726400](https://ssci2000.secure-screening.net/cscreening/OApp_LoginEntrance.asp?mode=direct&code=726400)

This Arizona State Parks Background Screening must be successfully completed by each prospective volunteer before we are able to complete the process of officially assigning you to a Volunteer Position at Tubac Presidio State Historic Park. There is an **\$18.50** per person cost for the background check. You, the prospective volunteer(s), are responsible for covering the (\$18.50 per person) cost of your individual background screening. (You will be able to keep a copy of this background check, and can be reused anywhere in the state for up to 1-2 years.)

Once you have successfully completed and passed the Arizona State Parks Background Check, we will be in touch with you further regarding additional volunteer agreement forms, arrival instructions, and visitor services training opportunities.

If you have any further questions, please feel free to contact me by phone or email (Tuesday, Saturday. 9:00am - 5:00pm).

We look forward to you joining our team!

Sincerely,

Shannon Stone  
Park Director  
Tubac Presidio State Historic Park

Tubac Presidio State Park and Museum  
Volunteer Emergency Contact Information

Date \_\_\_\_\_

Volunteer \_\_\_\_\_

Primary Contact Name (Print) \_\_\_\_\_

Primary Contact Phone \_\_\_\_\_

OK to leave message? (Circle one) YES NO

Secondary Contact Name (Print) \_\_\_\_\_

Secondary Contact Phone \_\_\_\_\_

OK to leave message? (Circle one) YES NO