

BEAVER ISLAND HISTORICAL SOCIETY 2021



EXCITING AND VARIED VOLUNTEER OPPORTUNITIES AVAILABLE!

To residents and visitors of Beaver Island,

Are you thinking about volunteering on Beaver Island? Are you interested in history? Do you like to meet with the public? Do you like to work alone with tools or a computer or in a garden? The Beaver Island Historical Society (BIHS) has various volunteer opportunities for you to choose from! This article contains some specifics about how you can volunteer to help us. But, first, some information about BIHS for those of you new to the island or our Society.

The Society owns two museums in town that are open six hours a day seven days a week during the summer-- the Print Shop Museum and the Marine Museum. We also own the Protar House on Sloptown Road and Heritage Park across from the Public Library. The society advocates for the preservation of historical island structures and assists in the care of and public access to the Whiskey Point Lighthouse and the Beaver Head Lighthouse.

BIHS is a 501c3 organization. We have one full time employee, executive director Lori Taylor-Blitz, and part-time help in the summer. But, most of the work of the Society is done by generous volunteers.

The list below details specifics about volunteer opportunities, but here's a quick look at what's needed--our new Print Shop Museum will need an additional docent every day and we hope our museums can be open some evening hours and deeper into the fall. Both lighthouses will be staffed occasionally. Protar's Home is very popular and could be open to visitors more often.

Are you thinking you don't know enough or haven't got the necessary experience? No worries! We hold a volunteer orientation in June and our seasoned volunteers and staff are happy to help new volunteers, so don't hesitate to contact us with your interest.

Here is some detail about how you can help:

1. DOCENT

- a. Two museum locations
- b. Greet visitors
- c. Introduce exhibits
- d. Process gift shop transactions
- e. Share knowledge about Island community

2. EVENTS

- a. Assist Marketing Committee planning & developing cultural events
- b. Volunteer at events
 - i. Coordinate and assist with potluck picnics
 - ii. Become a BIHS Concierge and assist our VIP guests
 - iii. Help promote events

3. GARDENING

- a. Help us keep our properties beautiful!

4. INTERNET TECHNOLOGIES

- a. Assist with computer related projects, ie: server, configurations, software issues

5. ARCHIVES

- a. 2-D Collection
 - i. Help organize paper files by subject
 - ii. Assist with archive requests from the public
 - 1. Pull requested materials or share digitized files
 - 2. Scan, copy or print files for patrons
 - 3. Return files to correct locations
- b. 3-D Collection
 - i. Photograph artifacts
 - ii. Verify the Society's software system (Past Perfect) inventory records and update as necessary
- c. Photograph Collection
 - i. Scan
 - ii. Identify and categorize
- d. Oral History Collection
 - i. Help organize
 - ii. Conduct interviews

6. MAINTENANCE

- a. Install/remove interpretive signs in the spring and fall
- b. Help organize and maintain all BIHS properties
- c. Help maintain the Beaver Head Lighthouse and the Beaver Island History Trail

7. EDUCATION AND OUTREACH

- a. Help design exhibits and special programming for the museums
- b. Assist with exhibit installations
- c. Newsletter content and development
- d. New publications for the society

8. DEVELOPMENT

- a. Assist with membership drive
- b. Help keep membership database up-to-date
- c. Help plan fundraisers



Who to Contact:	
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