



NORTH HAVEN HISTORICAL SOCIETY
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**OPEN YEAR ROUND, Tuesday, Wednesday, & Thursday 9 AM to 12 PM
or by special appointment**

VOLUNTEER OPPORTUNITIES

The North Haven Historical Society welcomes volunteers of all ages, abilities, and backgrounds. We seek your help with exhibits, events, collections, and daily operations. Volunteer jobs vary in duration and regularity based on the job requirements and the availability of the volunteer. You can volunteer weekly, monthly, seasonally, or all year round. Please check out some of our volunteer opportunities below!

Accessioning and storing donated items

When an item is donated to the Historical Society, volunteer archivists assign it an accession number then clean the item and prepare it for storage. This job requires careful attention to detail. Volunteers will receive the necessary training in proper methods for accessioning and storage of items.

Past Perfect software entry

Once items have been accessioned, the necessary information can be entered in Past Perfect, a museum collections management software that serves as a tool for tracking and cataloging items in our collection. Volunteers will receive training and guidance in how to properly enter items into Past Perfect. This job requires volunteers to be thorough and precise. An understanding of island history and family genealogy is beneficial but not required.

Researching & answering inquiries

Periodically, the North Haven Historical Society receives inquiries via email and Facebook from individuals or groups researching a particular topic. This volunteer opportunity involves researching material at the Historical Society and preparing a response to the inquiries. It is a great way to get to know local history and genealogy!

Exhibit Preparation

We seek volunteers to assist with researching and writing for exhibits. Prior knowledge of the exhibit topic is helpful but not necessary. Good writing skills are essential. In addition, we seek volunteers to help with exhibit space preparation and installation. Carpentry skills and/or an eye for organization and design are beneficial.

Family Files

In the archives, family files contain photographs, documents, journals, and genealogy information relating to island and summer residents. We seek volunteers to sort through family files, make copies of documents if necessary, store appropriately, and create an inventory list of items contained in the file. This volunteer job is a great way to get to know the archives as well as learn a lot about the people of North Haven!

Calendar Photo Selection

For the past 15 years, the Historical Society has prepared a calendar with images from our collection. Volunteers search through the archives and library for images, make selections, and compile descriptive captions. This job often takes place in February and March but may occur earlier if appropriate for volunteers.

Photographs for Maine Memory Network

In 2020, the North Haven Historical Society became a contributing partner to the Maine Memory Network, a free online database created by the Maine Historical Society. This volunteer opportunity involves selecting images or items, preparing a title and description and other information required by Maine Memory Network. Attention to detail and good writing skills required.

Scanning negatives and slides

We seek volunteers with an interest in photography and experience with scanning to evaluate and scan the numerous negatives and slides in our archives.

Filming presentations

Help us document the many interesting programs held at the Historical Society and make the recordings available on our website! For this job, we welcome volunteers with experience in filming, editing, and website maintenance.

Museum docent

During July and August, our museum opens and volunteer docents welcome visitors throughout the museum, including the barn and boat shed. Volunteer docents receive training and guidance about the museum exhibits. Knowledge of local history is helpful but not required.

Website design and maintenance

We seek volunteers to help us improve our website and provide periodic updates and maintenance! This job requires an eye for detail and skills in design and website upkeep. An interest in local history is helpful but not required.

Housing Help

We regularly schedule presenters to participate in North Haven Historical Society events or programs. Occasionally, they need to spend the night on the island and we seek to offer them a home-stay in a private house. Home stays can be offered in a guestroom or a house that isn't currently occupied. Duration of the stay is usually one night.