

NEGRO SOUTHERN LEAGUE MUSEUM BIRMINGHAM

VOLUNTEER (V-TEAM) PACKET



NEGRO SOUTHERN LEAGUE MUSEUM
BIRMINGHAM



www.birminghamnslm.org

120 16th Street South, Birmingham, Alabama 35233 (205) 581-3040



VOLUNTEER (V-TEAM) OVERVIEW

The Negro Southern League Museum (NSLM) developed and implemented a volunteer program called V-TEAM in November 2017. The purpose of V-TEAM is to help strengthen the museum's organizational structure while enlarging its footprint within the Greater Birmingham Metropolitan Area and beyond. The V-TEAM will help carry out the museum's mission, which is to preserve the history of African-American baseball and to educate the world on Birmingham's contribution to the sport of baseball.

To ensure members of the V-TEAM are prepared to meet the expectations of the Negro Southern League Museum's stakeholders and supporters, NSLM has developed a one-day training seminar designed to educate, enlighten and promote positive feelings about the Negro Southern League Museum.

The V-TEAM training seminar is a two-hour course that will enable potential V-TEAM members to view and learn in-depth information about the collection, meet and greet museum stakeholders and receive important information about the museum. The purpose of the training seminar is to provide valuable information to prepare people to serve the museum. At the conclusion of the training seminar, participants will have a better understanding of the collection, the goals and objectives of the museum, museum operations and be able to identify key stakeholders within the organization. At the conclusion of the V-TEAM training seminar and after the participant has remitted the volunteer application fee, and undergone a one-on-one interview with the museum's director/curator, an individual will now become a member of the V-TEAM.

The V-TEAM Training seminar will include the following:

- ◆ 30-minute guided tour
- ◆ Overview of the V-TEAM program, the Negro Southern League Museum (NSLM) and the collection
- ◆ Q&A Session
- ◆ Stakeholders Meet and Greet

Each V-TEAM member will receive a V-TEAM Handbook. The handbook will include the following:

- ◆ Museum overview
- ◆ Collection talking points
- ◆ V-TEAM positions
- ◆ V-TEAM requirements and benefits
- ◆ V-TEAM application



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VOLUNTEER (V-TEAM) HANDBOOK

The Negro Southern League Museum (NSLM) tells the story of African-American baseball in America through the eyes of Birmingham, Alabama. The museum features the largest collection of original Negro League baseball artifacts in the country. NSLM also features an on-site Research Center that is supported by a research team made up of seven of the top researchers in Negro League and Southern League baseball history.



Must Sees:

The Negro Southern League Museum has several cool artifacts that will make you say, *WOW!* Please review the list below.

- ◆ Satchel Paige's game worn uniform
- ◆ Willie Wells' game worn uniform
- ◆ Bullet Joe Rogan's pitching jacket
- ◆ Louis Santop's (first great power hitter in Negro League baseball) bat "Big Bertha"
- ◆ McCallister Trophy (oldest known Negro League trophy)
- ◆ Cuban Stars baseball player's contract from 1907 (oldest known contract)
- ◆ Hologram of Satchel Paige
- ◆ 1600 original single signed baseballs
- ◆ Rickwood Field exhibit (the oldest ballpark in the country)
- ◆ Bo Jackson display

Programs:

Pitch Talk-is a program developed by the museum that discusses the issues and topics related to or that directly affects the Birmingham community. This thought-provoking engaging event encourages healthy dialogue and discussion from experts.

Jackie Robinson Day at NSLM-is a special event developed by the museum to commemorate and honor one of baseball's most influential players, Jackie Robinson. Jackie Robinson Day is celebrated annually throughout Major League Baseball. It celebrates the day Jackie Robinson entered into the league and broke the color barrier. The Negro Southern League Museum commemorates this day with great food and activities.

Tour Tuesdays at NSLM-is a 12-month program developed by the Negro Southern League Museum that features an impactful program schedule during baseball season (April through September). The purpose of Tour Tuesdays is to provide groups with an opportunity to tour the Negro Southern League Museum free of charge while enjoying educational and entertaining activities developed to enhance the visitor's experience.

Hours of Operation:

- ◆ Monday and Wednesday through Friday 11am – 5pm
- ◆ Tuesday 8am – 5pm
- ◆ Saturday 12pm - 5pm
- ◆ Sunday **CLOSED**



The museum is closed on the following days and major holidays:

- ◆ New Year's Eve and New Year's Day
- ◆ Good Friday and the following Saturday
- ◆ Memorial Day
- ◆ Independence Day
- ◆ Labor Day
- ◆ Veterans Day
- ◆ Thanksgiving Day and the Friday after Thanksgiving
- ◆ Christmas Eve and Christmas Day

The hours of operation are subject to change based on the schedule of special events and programs. Admission is FREE!

Visitor Tips:

To ensure you get the most out of your Museum experience, we have a few Helpful tips to guide you during your visit.

Food and Beverages:

No food, chewing gum or drinks are allowed inside the the museum.

Photography and video:

Take out your selfie sticks and cell phones and say cheese! Flash photography is encouraged. Be sure to upload your photographs and share it via Facebook, Twitter and Instagram! Remember to tag **@NSLMBham**. Amateur video is not allowed.

Lost and Found:

If you think you have misplaced your personal belongings at the museum, please call 205-581-3040 and one of our friendly staff members will assist you. Thanks!

Rules:

While at the Museum, no visitor shall:

- ◆ Smoke on premises;
- ◆ Display or carry placards, signs or banners;
- ◆ Destroy, damage or remove property;
- ◆ Use loud, abusive or otherwise improper language;
- ◆ Loiter, sleep or participate in unwarranted assemblies;
- ◆ Engage in disorderly conduct;
- ◆ Use, possess or sell illegal drugs;
- ◆ Solicit for commercial or charitable purposes or distribute advertisements, pamphlets, handbills and flyers;
- ◆ Bring in dogs or other animals, other than service animals.



FREQUENTLY ASKED QUESTIONS

1. What are the hours of operations for the museum?

Monday 11:00 to 5:00 p.m.
Wednesday through Friday . . 11:00 to 5:00 p.m.
Tuesday (Tour Tuesdays) . . . 8:00 to 5:00 p.m.
Saturday 12:00 p.m. to 5:00 p.m.
Sunday Closed

Note: The hours of operation are subject to change based on the schedule of special events and programs.

2. Is there a fee for admission?

Admission is free at the Negro Southern League Museum! Donations are welcomed!

3. What is the Negro Southern League Museum's:

- A. **Physical Address:** 120 16th Street South Birmingham, AL 35233
- B. **Phone number:** 205-581-3040 Fax number: 205-714-5066
- C. **Social Media Handle:** @NSLMBham

4. May I post advertisements from my organization, company or group inside or outside the museum?

Unfortunately that is prohibited. Organizations, companies and groups that are a contributor or partner of the museum may display information at the museum. To learn how your organization, company or group can become a contributor or partner of the museum contact the museum's Director, Ms. Natasha Rogers. Please provide the patron with the director's business card. Thanks!

5. Does the museum offer group tours? If so, is there a fee?

Yes, the Negro Southern League Museum does offer group tours. Groups interested in visiting the museum are encouraged to participate in the museum's tour initiative called Tour Tuesdays at NSLM. Tour Tuesdays is hosted each and every Tuesday from 8:00 a.m. to 5:00 p.m. Tour Tuesdays is free! Groups visiting the museum outside of Tour Tuesdays will be assessed a fee of \$1.00 per person. A group is considered 10 or more individuals. Kids seven and under are free. The museum also offers a guided tour called The Director's Tour. The cost is \$150.00. It lasts for one hour and tour participants receive a free gift.

6. May I host an event at the museum?

Yes, the museum is available for facility rentals. Interested persons may reserve the following:

- A. NSLM Showroom for \$1,200.00
- B. Garden Pathway \$600.00
- C. Packages:
 - 1. The Dugout \$200.00
 - 2. The Just Play Ball \$400.00



Non-profit organizations receive a 20% discount. For more information please email events@birminghamnslm.org.

7. What is the Negro Southern League museum?

The Negro Southern League Museum is a non-profit organization. The mission of the museum is to preserve the history of African-American baseball and educate the world on Birmingham's contribution to America's favorite past-time, baseball.

8. Who owns the collection?

Dr. Layton Revel of the Center for Negro League Baseball Research owns the collection. The museum has the collection on loan for \$1.00 per year.

9. I need research assistance. I want to learn more in-depth information on the Negro League, its players, etc. Who can assist me please? Please email your research questions to the museum's curator.

10. How do I become a volunteer at the Negro Southern League Museum?

Thank you for your interest. Please email info@birminghamnslm.org for more information.

11. How can I become a museum sponsor, donor or supporter?

Thank you for your interest; please contact the museum's Director, Ms. Natasha Rogers at nrogers@birminghamnslm.org

12. Do you have a gift shop?

The museum is working on an on-line and on-site giftshop. Please be sure to sign the museum's guest book so we can keep you informed on our progress.

13. When is the museum's restaurant opening?

The museum is anticipates the restaurant opening in 2018.



COLLECTION TALKING POINTS

Rotunda:

The Negro Southern League Museum (NSLM) opened in August 2015. The museum is a joint venture between the City of Birmingham and the Center for Negro League Baseball Research.

NSLM houses the largest collection of Negro League baseball artifacts in the country!

During your visit, you will learn about the history of African-American baseball in America through the eyes of Birmingham, AL.

The unique map shows the locations where Negro League teams played. The BBB stands for the Birmingham Black Barons. The years 1942, 1943 and 1948 are the championship years for the Birmingham Black Barons.

The one-of-a-kind chandelier features bats specifically turned to match Jackie Robinson's most commonly used bat.

Dugout:

The Dugout features over 1,600 original single signed baseballs of former Negro League players.

History Hall:

Birmingham had three professional baseball teams. The first professional baseball team was the Birmingham Unions. They played one short season in 1897.

The second team was the Birmingham Giants formed in 1904 by Charles "C.I." Taylor. They were one of the top teams in the South.

The third team was the Birmingham Black Barons formed in 1920 by Frank Perdue.

Infield Area:

Tells the story of the integration of baseball and how the process impacted black baseball players from the South. Jackie Robinson broke the color barrier in 1947 and changed baseball forever.

One of the most important pieces in this part of the collection is Rev. Bill Greason's jersey from the Rochester Red Wings of the American Association. Rev. Greason also played in the Major Leagues with the St. Louis Cardinals in 1954.

Also included in the gallery is an in-depth discussion on how segregation impacted sports in the City of Birmingham.

The gallery ends with a tribute to the Birmingham Barons team that integrated the Southern League in 1964.



Hologram....The Pitch.

Demonstration!!!!!!

The Back Stop and Grandstand Area

The seating in our grandstand is comprised of original seating that comes right from historic ballparks that are associated with Negro League baseball.

Leagues Area:

After the Birmingham Barons integrated, several great African-American ball players like Reggie Jackson, Michael Jordan and Frank Thomas played for the Barons.

Rickwood Field:

The oldest professional baseball park in the United States. It has been preserved by the Friends of Rickwood Field and the City of Birmingham.

African-American Ball Players from Birmingham Who Made the Major Leagues:

The Hairston family sent three generations starting with Sam Hairston, then his sons Jerry and Johnny and finally his grandsons Jerry Jr. and Scott to the Majors.

Negro Southern League Museum Research Center:

The Negro Southern League Museum is supported by a research team made up of seven of the top researchers in Negro League and Southern League baseball.

Industrial Leagues:

Before there was a Negro League there were company-sponsored teams. The league was the Birmingham Industrial League.

The Birmingham Industrial League was the proving ground for young ball players.

The current museum's first and current Board president, Melvin Humes, is featured in this gallery.

National Treasures of the Negro Leagues: Some of the most important artifacts on display here are: Louis Santop's game used bat called "Big Bertha." Santop was the first great power hitter of black baseball.

McCallister Trophy-oldest known trophy related to black baseball.

American Series Trophy-This trophy was awarded to a Negro League all-star team that competed in Cuba in 1925. The team consisted of five Hall of Famers.

Willard Brown's game used glove-Brown was one of the greatest Negro League baseball players of all time. He has been inducted into the National Baseball Hall of Fame.



POSITIONS

FORMER NEGRO LEAGUE AND INDUSTRIAL LEAGUE PLAYERS ONLY.

NLI Member:

Former Negro League and Industrial League players tasked with conducting guided tours at the Negro Southern League Museum.

Responsibilities:

- ◆ Must be a former Negro League and/or Industrial League player
- ◆ Consent to serving one six-month term
- ◆ Adhere to a specific dress code selected by the museum's Director
- ◆ Commit to learn and disseminate important information about the museum, its programs and the collection

***Time commitment:** NLI members must be willing and available to work primarily on Tuesdays to support the museum's tour initiative Tour Tuesdays. Also, NLI members will also conduct tours for VIP guests, special events and programs.*

***Reports to:** Museum Curator*

Director's League:

Civically engaged Negro League and Industrial League players tasked with helping the museum reach its yearly fundraising goals.

Responsibilities:

- ◆ Lead charitable giving amongst Negro League and Industrial League players
- ◆ Create, implement and execute one yearly fundraiser to benefit the museum
- ◆ Assist and accompany the museum director on fundraising tasks and speaking engagements
- ◆ Serve as a spokesperson and advocate for the museum

***Time commitment:** Consent to serving one two-year term.*

***Reports to:** Museum Director*



Volunteer Team (V-Team) Members

Front Desk Assistant-welcomes guests to the museum.

Serve as a liaison between the general public and the museum.

Responsibilities:

- ◆ Provide outstanding customer service to all supporters, clients, visitors, volunteers and staff members
- ◆ Provide important and accurate information about the museum and the collection to visitors
- ◆ Maintain museum records and files pertaining to attendance
- ◆ Assist with museum tours and events
- ◆ Manage phone lines
- ◆ Help maintain the museum's appearance

***Time commitment:** Consent to serving a three-month term with a minimum of five hours per week (12 pm to 5 pm)*

***Reports to:** Museum Director*

Museum Keeper: helps maintain the appearance of the museum.

Responsibilities:

- ◆ Ability to lift up to 20 pounds
- ◆ Trash disposal (inside and outside)
- ◆ Assist with routine maintenance projects including, but not limited to:
 - A. Case and window cleaning
 - B. Floors (sweeping and mopping)
 - C. Stocking (bathrooms, front desk and Research Center)

***Time commitment:** Consent to serving a three-month term with a minimum of four hours per month.*

***Reports to:** Museum Curator*



MP (Marketing and Promotions Assistant)-market and promote museum-sponsored initiatives, activities, programs and events.

Responsibilities:

- ◆ Setup promotional displays to promote the museum at various events, businesses and attractions throughout the Greater Birmingham Metropolitan area
- ◆ Produce, write and edit promotional materials for the museum's website and Social media pages
- ◆ Develop strategies to increase the museum's followers on social media

***Time commitment:** Consent to serving a three-month term with a minimum of two hours per week.*

***Reports to:** Museum Director*

Campaigner-assist the museum with reaching its yearly fundraising goals.

Responsibilities:

- ◆ Assist with donor stewardship, renewal and recognition activities
- ◆ Collaborate with the fundraising team to identify and solicit major donors
- ◆ Assist with general fundraising activities

***Time commitment:** Consent to a two-year commitment and make 80% of all scheduled fund raising meetings and events.*

***Reports to:** Museum Director*

CA (Curatorial Assistant)-assist the museum's curator with the collection.

Responsibilities:

- ◆ Perform curatorial work including but not limited to organization storage areas, maintenance of material containers and preparation and digital preservation of collection materials
- ◆ Answer requests from the public and/or other institutions for identification or information concerning the collection and donated artifacts
- ◆ Assist visitors and volunteers desiring to inspect or view the collection

***Time commitment:** Consent to a three-month commitment with a minimum of three hours per week.*

***Reports to:** Museum Curator*



Event Assistant-assist with the creation, implementation and execution of museum produced events and programs.

Responsibilities:

- ◆ Assist with development, implementation and execution of museum related events, activities and programs
- ◆ Coordinate and manage volunteers
- ◆ Secure sponsorships and/or in-kind services from various companies and organizations
- ◆ Promote and market the museum produced events, activities and programs

***Time commitment:** Consent to working a minimum of two events per year. Events include, but are not limited to Pitch Talk, Jackie Robinson Day at NSLM and Giving Tuesday.*

***Reports to:** Museum Director*

Sales Representative (Sales Rep)-market and sell NSLM merchandise

Responsibilities:

- ◆ Answer questions about merchandise
- ◆ Market merchandise to various visitors and various organizations
- ◆ Develop and implement marketing strategies to increase sales
- ◆ Develop and implement promotional events to market and sell museum merchandise
- ◆ Manage merchandise and coordinate pick-up and delivery of items

***Time commitment:** Consent to a three-month commitment working a minimum of six hours monthly.*

***Reports to:** Museum Curator*



REQUIREMENTS/BENEFITS

Requirements:

All V-Team Members should be:

- ◆ 18 years or older;
- ◆ Must have a valid driver license;
- ◆ Available and willing to serve a minimum of three months;
- ◆ Attend V-Team Training seminar;
- ◆ Sign a release of liability;
- ◆ Pay a one-time fee of \$40.00. Fee includes a NSLM Signature t-shirt;
- ◆ Understand and accept NSLM philosophies, policies and procedures;
- ◆ Communicate professionally;
- ◆ Be respectful, courteous, flexible and love people;
- ◆ Be physically able to fulfill the duties of the volunteer role;
- ◆ HAVE FUN!

Benefits:

The reason why you should consider becoming a V-Team is because you will:

- ◆ Serve at one of the coolest attractions in town!
- ◆ Gain hands on experience.
- ◆ Meet community influencers, former Negro League, Industrial League and Major League baseball players!
- ◆ Add more fun and fulfillment to your life!
- ◆ Help preserve Birmingham's rich baseball history!



APPLICATION

Thank you for your interest in volunteering with the Negro Southern League Museum. Volunteers play a vital role within our organization. All volunteer applications are reviewed with consideration of current volunteer opportunities. We appreciate your willingness to work as a volunteer.

Volunteer Profile:

Name: _____ Birthdate: _____

Mailing address: _____

Phone number: _____

Email address: _____

What is your preferred method of contact? _____

Do you have a valid driver's license? Yes No. If yes, please remit a copy of your driver license.

Do you have reliable transportation? Yes No

Do you have any medical conditions/special needs that might limit your activities?

Have you ever been convicted of a crime? Yes No. If yes, please explain.

Has anyone living in your household ever been convicted as a sex offender? Yes No

Is there a fact or circumstance involving you or your background that would question your being entrusted with money or financial records? Yes No



Volunteer Information:

Which V-TEAM position(s) are you interested in? Please select all that apply.

I. Former Negro League and Industrial League players

- NLI Member
- Director's League

II. V-TEAM Members

- Front Desk Assistant
- Museum Keeper
- MP (Marketing and Promotions Assistant)
- Campaigner
- CA (Curatorial Assistant)
- Event Assistant
- Sales Representative

Availability:

Please note: Volunteer positions at the Negro Southern League Museum have a minimum serving commitment.

What is your preferred start date? _____

How many hours per week are you available to work? _____

What is your anticipated completion date? _____

Please fill in your preferred volunteer schedule. The museum's hours of operation are listed below for your convenience.

HOURS OF OPERATION

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
11am – 5pm	8am – 5pm	11am – 5pm	11am – 5pm	11am – 5pm	12pm – 5pm	CLOSED



Education:

What is your highest academic certificate or degree earned? _____

Date earned: Month _____ Year _____

Major _____ Minor _____

Are you a student? Yes No If yes, please answer the following questions:

School _____

Classification _____

Major _____ Minor _____

Expected graduation date _____

Employment History

Current employer _____

Occupation _____ Phone _____

Does your employer offer time off to volunteer? Yes No

Does your employer have a *donation-matching program? Yes No

**When an employer makes a donation to a nonprofit organization based on the number of hours an employee volunteers for that nonprofit).*

Previous employer _____ Years _____

Occupation _____ Phone _____

Does the employer offer time off to volunteer? Yes No

Does the employer have a donation-matching program? Yes No



QUESTIONNAIRE

1. Why do you want to become a volunteer at the Negro Southern League Museum?

2. What special skills and/or qualifications do you have that will benefit the museum?

3. In your opinion, why are volunteers important to an organization?

4. What would you like to see the Negro Southern League Museum incorporate to make it a more viable institution to the community and abroad?

5. Summarize your previous volunteer experience.

6. Please list any special accommodations you may require to perform volunteer duties.



IN CASE OF EMERGENCY:

Name _____

Relationship to the volunteer _____

Address _____

Cell phone number _____ Alternate phone number _____

Email address _____

References:

Please list three people the museum may contact who can comment on your character.

Name _____ Relationship _____

Address _____

Cell phone number _____ Alternate phone number _____

Name _____ Relationship _____

Address _____

Cell phone number _____ Alternate phone number _____

Name _____ Relationship _____

Address _____

Cell phone number _____ Alternate phone number _____

LIABILITY RELEASE

As a volunteer of the Negro Southern League Museum I agree to abide by the policies and procedures. I understand that I will be volunteering at my own risk and that the organization, its employees and affiliates cannot assume any responsibility for any liability for any accident, injury or health program, which may arise from any volunteer work I perform for the organization. I agree that all the work I do is on a volunteer basis. Initial here please: _____

The Negro Southern League Museum reserves the right to select all volunteers. The museum prohibits discrimination on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, marital or family status or any other illegal basis.

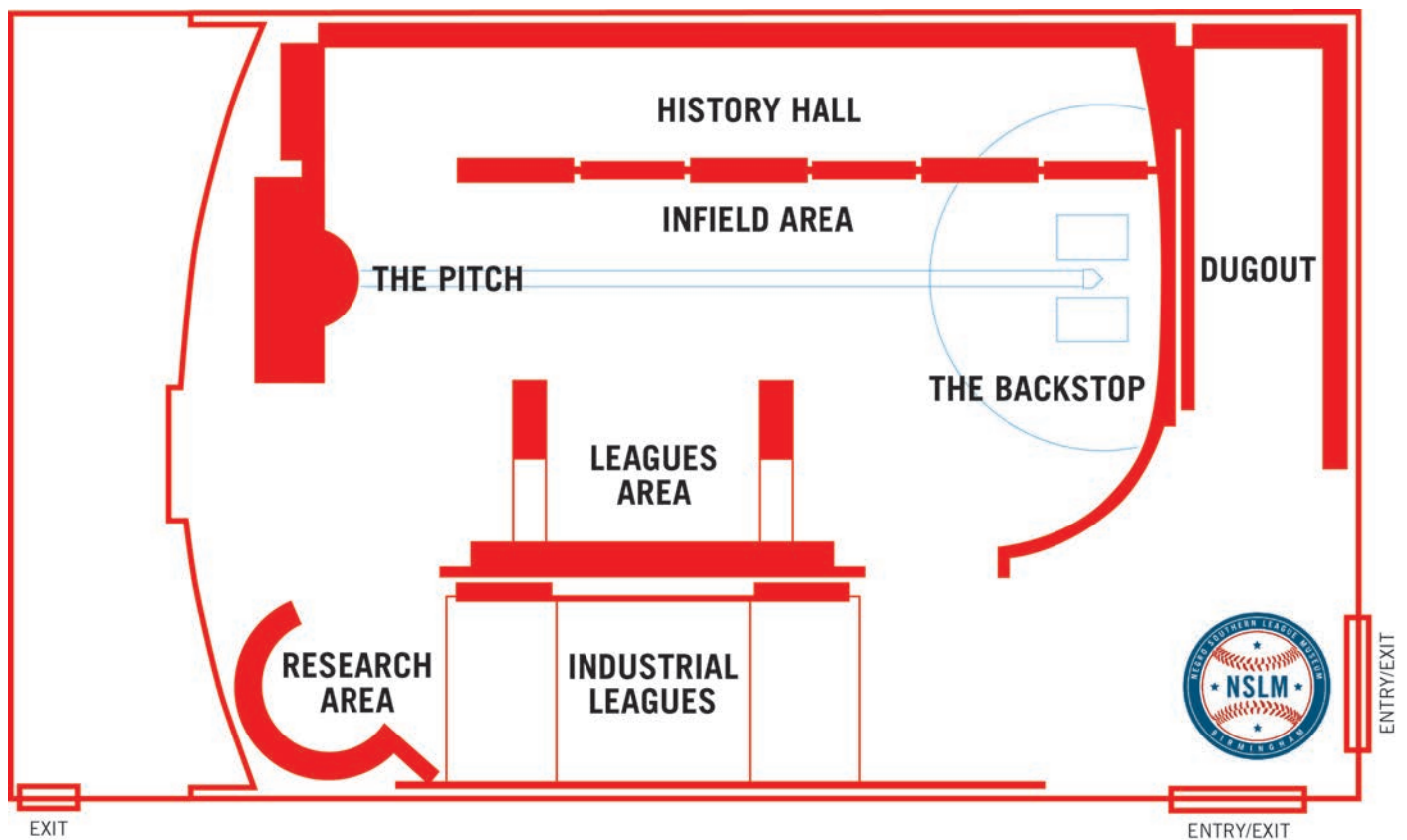
Signature: _____ Date: _____

NOTE
Please mail your application to 120-16th Street South • Birmingham, Alabama 35233
or email to: info@birminghamslm.org with the subject line: V-TEAM APPLICATION.
For more information call: (205) 581-3040



Safety:

In case of a medical emergency during your visit, a staff member will call 911 from a landline phone and follow the instructions of the dispatcher. In case of an emergency evacuation, all visitors will exit the museum using the nearest set of exit doors, and convene in the museum’s parking lot located directly beside the museum underneath the Venue at the Ballpark. If the parking lot is unavailable, guests will meet in the museum’s alternative location, which is Railroad Park’s, 16th Street entrance.



Parking:

Free parking is available during normal hours of operation. To continue to preserve the history of African-American baseball, at times, the museum is host to local sporting events, which affects parking availability and cost. Buses are welcomed to park directly in front of the museum. For clients reserving the NSLM Showroom or Left-field promenade for a special event, parking is available.

Americans with Disabilities Act (ADA)
The Negro Southern League Museum does not discriminate on the basis of disability in access to programs, services, activities or any practices mandated by the Americans with Disabilities Act of 1990. Every effort will be made to provide reasonable accommodations when requested. Some requests may require advance notice depending upon the request.