

VOLUNTEERING Application Form

The Vale & Downland Museum endeavours to recruit volunteers representative of all communities and therefore we welcome applications from people from all backgrounds, abilities and social circumstances.

We aim to create a positive environment that enables all volunteers to realise their full potential. Thank you for your interest in volunteering with us!

Contact Information:

First Name _____ Last Name _____

Email _____ Mobile Phone Number _____

Other Phone Number (optional) _____

Address 1 _____

Address 2 _____

Town _____ Postcode _____

Emergency Contact Name _____

Emergency Contact Phone Number

Emergency Contact Email Address

If you have a disability and would need some reasonable adjustments to support you in volunteering, or a serious medical condition, please include details here so we may support you appropriately:

References

NB Referees should not be related to you and should have known you for at least 2 years, and if applicable one should be your last or current employer or school.

Referee 1

Name _____

Address

Email _____ Phone Number _____

Referee 2

Name _____

Address

Email _____ Phone Number _____

About You

Please briefly describe your academic/training background

Please briefly describe your working career, including job roles and sector information

Please briefly describe any other training, skills, interests, or experience

Volunteering Interests & Availability

What volunteering roles are you interested in?

- ☐ Education (children)
- ☐ Education (adults)
- ☐ Visitor Assistant
- ☐ Curatorial/Collections
- ☐ Conservation/Cleaning
- ☐ Reception/Front of House
- ☐ Handy Person

- ☐ Marketing
- ☐ Crafts
- ☐ Administration
- ☐ Technology
- ☐ Events
- ☐ Fundraising
- ☐ Facilities/Safety

Other:

Please indicate how much time you can offer the Museum:

Half day per week (in a typical week)	Whole day per week (in a typical week)	Multiple days per week (in a typical week)	Occasional support as needed	One time project

Please tick preferred days and times:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
am/pm	am/pm	am/pm	am/pm	am/pm	am/pm

- ☐ I understand that as part of the volunteer selection process the Vale and Downland Museum will approach the two people above for character references and that I may be asked to undergo a Disclosure and Barring Service check.
- ☐ I understand that the Vale & Downland Museum will hold the information on this form in its records (manual and electronic). The information will only be used for this application unless agreed by you. I have read and accepted the terms of the privacy notice which can be found on the Museum website or paper copy upon request.
- ☐ By submitting this application, I confirm that the facts are true and complete. I understand that if I am accepted as a volunteer any false statements omissions or other misrepresentations made by me on this application may result in my immediate dismissal.

Would you like to receive the Museum's monthly email newsletter for volunteers?

- ☐ Yes
- ☐ No

Signature _____

Date _____

Please return this completed form to the Volunteer Manager at manager@valeanddownlandmuseum.org.uk or print and hand it in to the museum receptionist. Thank you.

