

VOLUNTEER APPLICATION FORM

PERSONAL DETAILS

First name _____ **Surname** _____ **(Preferred name to be addressed by)** _____

Home Address: _____

Post Code: _____

Email: _____

Mobile: _____ **Telephone:** _____

What hours/days can you commit as a volunteer? (please tick) Usual 10am – 1pm or 1pm – 4pm

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							
Anytime							

Do you have any access needs we need to be aware of to improve your volunteering experience?

Yes No Please give details.....

Please tell us the specific volunteer role or roles that you are interested in.

- Reception Research
- Café Administration
- Museum Floor Guide Other (please list).....

Are you aged 18 or over? Yes No

What have you previously done or are currently doing?

Current Occupation: _____

Previous Occupation: _____

Current Voluntary work: _____

Previous Voluntary work: _____

Do you have any museum/ heritage experience or other relevant experience?

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What skills do you have that you could bring to this specific role/ or roles?

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Please tell us about any further skills that you have that might be useful to the museum (e.g. fundraising/ marketing/ collections expertise/ languages/ IT/ design/ illustration/ carpentry etc.)

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Emergency Contact Details

Name	Phone Number
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YOUR CONTACT PERMISSION

We would like to send you volunteer information and museum updates from Harwich Museum by email, post, SMS, phone and other electronic means. Please let us know if you would like us to contact you or not by selecting an option below.

Yes please, I would like to receive volunteer information and museum updates.

Signed

Date completed

Thank you for completing this form.

Museum Contacts: David Whittle, Jen Monks or Steve Delves

Email contact@harwichmuseum.co.uk

Under the Data Protection Act 2018, we follow strict procedures in the storage and disclosure of information which you have given us to prevent unauthorised access, and your information will not be disclosed to any third party. By disclosing your personal information to us using this form, you consent to the secure collection, storage and processing of your personal information by Harwich Museum