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|  | Woodhall Spa Cottage MuseumVolunteer Expression of Interest Form |

**Thank you for your interest in volunteering at Woodhall Spa Cottage Museum.**

The Museum has a number of interesting volunteer roles:

Collections, Display, Education, Events, Fundraising, Marketing, Meet & Greet (individuals or groups), Publicity, Reception/Visitor Services, Research, Retail, Special Projects and Visitor Research.

You can work in more than one area of interest. You might want to use existing skills, or learn new ones, or do a bit of both. Whatever your skills, talents or interests, if you would like to apply to volunteer at the Museum, please complete this form and return it to:-

Volunteer Co-ordinator, Woodhall Spa Cottage Museum

Iddesleigh Road, Woodhall Spa, LN10 6SH or office@cottagemuseum.co.uk

We will contact you after receiving your Expression of Interest form to invite you for a look around the Museum, the offices and have an informal chat.

A DBS check may be required for specific roles.

Your details:

Full Name

Address

Postcode

Telephone/Mobile

Email

Preferred method of contact? Telephone 🞏 Mobile 🞏 email 🞏

Availability

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| a.m. | p.m. | a.m. | p.m. | a.m. | p.m. | a.m. | p.m. | a.m. | p.m. | a.m. | p.m. | a.m. | p.m. |
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How many hours would you like to volunteer at the Cottage Museum? ………. per week/month/year

Are you willing to work on occasional evenings? Yes 🞏 No 🞏

Please write down any other information about your availability that we need to know e.g. I am available from April to July each year or I am not available (specify).

……………………………………………………………………………………………………………………………………..

Which role(s) are you interested in? (please tick all that apply):

|  |  |  |  |
| --- | --- | --- | --- |
| Collections 🞏 | Display 🞏 | Education 🞏 | Events 🞏 |
| Fundraising 🞏 | Marketing 🞏 | Meet & Greet 🞏 | Publicity 🞏 |
| Reception/Visitor Services 🞏 | Research 🞏 | Special Projects 🞏 | Visitor Research 🞏 |

My background is in: please specify e.g. administration, business, charity, heritage, IT, management, personnel, schools, etc………………………………………………………………………….

Do let us know if you have links to Woodhall Spa or knowledge of its history.

……………………………………………………………………………………………………………………………………..

**Equal Opportunities**

The Museum is committed to promoting equal opportunities for all in its staff and volunteer recruitment policy, practices and procedures. To make this meaningful we need to monitor the effectiveness of our policies by analysing statistical information. We would be grateful if you could provide us with the following information. This will be kept confidential, and will not affect your application.

**Age Group:**

16-24 🞏 25-34 🞏 35-44 🞏 45-54 🞏

55-64 🞏 65+ 🞏 Prefer not to say 🞏

**Gender:** Male 🞏 Female 🞏 Prefer not to say 🞏

Do you have any access requirements? E.g. wheelchair access, large print, audio needs.

………………………………………………………………………………………………………………………………………

Your details will be kept in accordance with the Data Protection Act 1998/2003. They will be held securely and confidentially, and will only be accessed by authorised management.

I declare the information I have provided is true:

Signed……………………………………………………………………………………………………………………………..

Dated………………………………………………………………………………………………………………………………