



Volunteer Application Form

Contact information

Surname:

First name:

Title: Mr/Mrs/Miss/Ms/Dr

Gender: M / F

Date of birth:

Present occupation:

Postal Address:

(street address)

(suburb)

(city)

(post code)

Phone:

(home)

(mobile)

(work)

(email)

Contact preference if application is successful: post / email (please choose one)

Referees

1. Referees: Please provide details of one or two people we can contact (eg work supervisors, tutors) and an emergency contact.

	Referee 1	Referee 2	Emergency contact
Name			
Relationship			
Contact number			

2. Do you have any special health requirements? If so, please explain:

3. Do you have any criminal convictions, or are awaiting the hearing of any charges in a court of law? If so, please detail:

4. Do you prefer to work independently or as part of a team?

5. Why do you wish to volunteer at the museum?

Availability

1. Current commitments (that would affect the time or days you have available to volunteer)

2. What times are you available? Please circle days and times below

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

3. How much time do you wish to volunteer at Auckland War Memorial Museum

Weekly _____ hours Monthly _____ hours

4. Will you be able to commit to volunteering for the next 12 months?

Skills and interests

1. What previous paid employment have you undertaken?

2. What previous volunteer experience do you have?

3. Do you have any special skills, hobbies or qualifications?

4. Are you taking part in any course of study at present?

5. In what country/ies did you study at secondary or tertiary level?

6. Do you speak any languages other than English?

7. Are you familiar with Maori language and protocol?

8. Please circle any area of interest below (please note – this is not a comprehensive list)

- | | | | |
|-----------------------|---------------------|------------------|------------------------|
| Helping visitors | Computer data entry | Military history | Natural History |
| Guiding tourists | Research | History | Botany or Entomology |
| Working with children | Library | Maori | Marine biology |
| Sorting and filing | Photography | Pacific | Working with artifacts |

Anything not mentioned above:

The above information is true and correct. I understand that this information will be used to assess my suitability as a Museum volunteer. If unsuccessful the information will be held for 12 months and then destroyed. Should my application be successful the information on this form will only be used and disclosed to museum staff and volunteers in relation to my museum duties and responsibilities. It will be securely stored by the Volunteer Coordinator for the purpose of keeping a volunteer database and treated in a confidential manner. Volunteers may be required to undertake a security clearance, because of museum security requirements.

Signed:

Date:.....