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Volunteer Application Form

|  |  |
| --- | --- |
| Title | Mr/Mrs/Ms/Miss/Dr/Other |
| First Name(s) |  |
| Surname |  |
| Address |  |
| Postcode |  |
| Country |  |
| Home Telephone Number |  |
| Mobile Telephone Number |  |
| Date of Birth |  |
| Email Address |  |
| Are you a member of Winterbourne? | Yes/No |
| Where did you hear about volunteering at Winterbourne? |  |
| Date of application |  |

Please indicate the days on which you are available by ticking the appropriate boxes

How many hours on average would you be able to volunteer per day?

|  |  |  |
| --- | --- | --- |
|  | AM | PM |
| Monday |  |  |
| Tuesday |  |  |
| Wednesday |  |  |
| Thursday |  |  |
| Friday |  |  |
| Saturday |  |  |
| Sunday |  |  |

|  |  |
| --- | --- |
| 1 hour |  |
| 2 hours |  |
| 3 hours |  |
| 4 hours |  |
| 5 hours |  |
| 6 hours |  |
| My hours are flexible |  |

**Please let us know of any skills, interests and experience you feel would be beneficial to any volunteering position at Winterbourne**

**Please let us know if you have any access requirements or health conditions that we should be aware of**

|  |  |
| --- | --- |
| **Volunteer roles at Winterbourne – please tick all you are interested in.**  **(Please note some roles may not currently have vacancies)** |  |
| **Garden Volunteer** - Working hands on in the garden on volunteer duties to support and assist Winterbourne staff. Monday to Friday only. |  |
| **Education Garden Volunteer -** Our adult education offering is growing at Winterbourne and we are committed to making sure that we offer the very best experience to learners. Experience the joy of joining Winterbourne’s ever growing Volunteer Team by joining our Head Gardener and assisting with all the behind the scenes work involved with maintaining our Education Garden. Monday to Friday only. |  |
| **Bookshop Volunteer** -. You'll have an eye for detail and be happy to work on your own initiative. Keeping the shelves stocked and assisting visitors in their search for a good read, a love of books is a must! |  |
| **Shop Volunteer** - Part of our Visitor Services team, shop volunteers get to meet all our visitors before they leave the site. You will be assisting with the care and presentation of the shop and helping our visitors make their purchasing decisions. Using our touch screen electronic till you will process payments and ensure that all cash and card handling procedures are adhered to. Due to the nature of the role we currently offer two set time opportunities for this role - 10.30am to 1.30pm and 1.30pm to 4pm. |  |
| **Visitor Survey and Fundraising Volunteer -** Assist the Visitor Service team in collection valuable visitor data and fundraising for the site. Volunteers will be interacting with visitors daily so excellent customer service skills are a must. |  |
| **Maintenance volunteers** (varnishing and painting) You'll assist us caring for our garden benches, tables, chairs, and garden structures, repairing damage and ensuring they are always clean, varnished and painted to the highest standard. |  |
| **Printing Press Volunteer -** Experience the joy of operating Winterbourne’s antique  printing presses and engaging with our visitors about their history and the story of print. |  |
| **Survey Volunteer –** We want to know all about our visitors so we can ensure we are creating the very best experience for them. Help us gather this data by handing out visitor surveys. Great for ‘people people’. |  |
| **Volunteer co-ordinator –** Help us to reach out to more people like yourself, answering enquiries, arranging interviews and inductions with our Heads of Department and supporting our Comms and Events Supervisor in this aspect of their role. |  |
| **Museum Conservation and Engagement Volunteer** – Engage with visitors who are keen to learn more about Winterbourne’s history and the items on display in the house. Help to keep the house looking its best and protect collection items by carrying out light conservation cleaning and monitoring room displays and exhibitions for any damage. |  |

**Your Data**

We process your data for the above purposes either with your consent or because it is necessary.

Who will your personal data be shared with?

Within the University your data is shared with those University staff and departments who need access for the purpose of delivering services and facilities.

Our full data privacy notice can be viewed on our website www.winterbourne.org.uk/membership-data-privacy-notice or you can request a hard copy from our Visitor Reception.