



Dalkeith Museum Volunteer Application Form



Thank you for expressing an interest in volunteering at Dalkeith Museum.

Your details and information

| | | |
|------------------------------------|-------------|----------|
| Title: | First Name: | Surname: |
| Home Address: (including postcode) | | |
| Telephone No: | Email: | |

Availability or preferred days (The museum is open on the first Saturday of each month.)

| Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | |
|--|----|-----------|----|----------|----|--------|----|----------|----|
| am | pm | am | pm | am | pm | am | pm | am | pm |
| Would you be available to help with occasional evening and/or weekend events? Yes / No | | | | | | | | | |

1. Why are you looking to volunteer at Dalkeith Museum?

2. What kind of work have you done before?

3. Which computer software are you confident using? (eg Microsoft Word, Excel, Publisher.)

4. What skills, knowledge and experience do you feel you can bring to the museum?

5. Do you have any health problems or disabilities which could affect your ability to carry out certain roles or which may require reasonable adjustments? Please give details below.

References:

Please provide the names and contact details of two people you know well who could provide a character reference. eg an employer, family friend or neighbour (but not a family member).
 (Please note we will check with you first before contacting your referees.)

| | Reference 1 | Reference 2 |
|-----------------------------|-------------|-------------|
| Full name (including title) | | |
| Relationship to you | | |
| Address and postcode: | | |
| Telephone no: | | |
| Email address if known: | | |

Information collected will only be used regarding your application, unless you instruct us otherwise. We will not pass on your information without your consent. Dalkeith Museum may keep your information on paper and electronically in accordance with the Data Protection Act 1998. Please sign below to give your consent to this.

Signature: _____ Date: _____

Please return the completed form to:
 Marion Menzies, Volunteer Coordinator
 Dalkeith Museum, 61 St Andrew St, Dalkeith
 EH22 1BP

or email: info@dalkeithmuseum.co.uk