

## 5. Accessibility

Chiltern Open Air Museum is committed to ensuring that all reasonable steps are taken to provide for the health and safety of its volunteers. Volunteers must also take reasonable care of their own and other people's health and safety.

We make every reasonable effort to accommodate volunteers of different abilities and welcome volunteers accompanied by carers. If you have a disability or specific need for which special arrangements or adjustments are needed for the volunteer role and the interview please inform the person co-ordinating your application.

If you have any medical condition or allergy that you consider may affect your ability to carry out your voluntary role we recommend that you wear an item of medical jewellery, identifying this condition to any First Aiders. You may also wish to inform the member of Museum personnel supervising you.

**Please provide next of kin contact details, in case of emergency.**

Name:	Relationship to you:
Daytime Telephone No.:	Evening Telephone No.:

## 6. Declaration

I declare that the information I have given is, to the best of my knowledge and belief, true and complete.

Signature:	Date:
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By filling out this application form you are agreeing to your details being stored securely on our database in accordance with the Data Protection Act. Your data will be held in the strictest confidence and we will only use your details to contact you regarding volunteering news and opportunities at the Museum. We will never pass your details onto any third parties. You can contact us at any time and ask to be removed from our database, or for a copy of the data that we hold about you.

**Thank you for completing this form, and for offering your time and skills to support your local heritage.**



# Volunteer Application

Thank you for your interest in volunteering at Chiltern Open Air Museum.

We have a number of exciting and rewarding volunteering opportunities available, some with flexible hours. Volunteering at the Museum provides us with the vital support that we need to keep the Museum running, and it's also an excellent opportunity to meet lots of different and interesting people. Many people volunteer to learn new skills or enhance their CV.

Unfortunately, there is no public transport to the Museum and we do not have the funding to pay expenses.

There are three initial stages in becoming a volunteer:

1. Please complete all sections of this application form, and return

by email: [volunteering@coam.org.uk](mailto:volunteering@coam.org.uk)

or by post: **Visitor Services Team Leader**

**Chiltern Open Air Museum**

**Newland Park, Gorelands Lane**

**Chalfont St. Giles, HP8 4AB.**

2. We ask that potential volunteers come to the Museum to have a short informal chat, which is an opportunity for us to get to know you and for you to ask us any pressing questions you might have.

3. If you would like to continue with your application after the meeting, we will advise you of dates of inductions, covering all the basics of volunteering at the Museum.

## Young Volunteers Club

If you are under the age of 16, please do not fill out this form. Volunteers between 10-16 years are invited to join the Young Volunteers Club, who meet on the second Saturday of every month.

New members are always very welcome, but applying in advance is essential, so that we have appropriate parent/guardian contact details. Please contact the Museum Office on [volunteering@coam.org.uk](mailto:volunteering@coam.org.uk) for further information.

## 1. Personal Details

Forename:	Address:
Surname:	
Title:	
Home Telephone No.:	Postcode:
Mobile Telephone No.:	Email:

## 2. About You

**Why do you want to volunteer at Chiltern Open Air Museum?**

**What experience/skills are you able to offer?**

You do not need to list educational or professional qualifications, but you may enclose a copy of your CV if you wish.

**How did you hear about volunteering at Chiltern Open Air Museum?**

## 3. Volunteering Preferences

Please tick the following boxes to give us a general idea of your availability.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Other (e.g. flexible, seasonal):							

**Which volunteer role(s) would you be interested in doing?**

For information about our current volunteering opportunities, please request a copy of our Volunteer Roles.

## 4. References

Please provide the names and addresses of two referees (not related to you) who we can contact to comment on your character and ability to become a volunteer. Referees will be contacted after the acceptance of a voluntary role, but prior to commencement.

Name:
Address:
Daytime Telephone No.:
Email (Preferred):
Relationship to you:

Name:
Address:
Daytime Telephone No.:
Email (Preferred):
Relationship to you: