



ARTSPACE MACKAY VOLUNTEER FRIEND APPLICATION FORM

Applications due:

Thank you for your interest in Artspace Mackay and for offering your services as a Volunteer Friend. Artspace Mackay Volunteer Friends are an important part of the team at Artspace. They run our Visitor Service/Information area and without them, Artspace would not offer such an effective and diverse service to the community. For this reason all Artspace Volunteer friends are asked to commit to working at least two shifts per month (or the equivalent of 80 hours per year) fulfilling the role of Volunteer Reception/Information Assistant.

All information provided on this form is strictly confidential.

Name: _____		M <input type="checkbox"/> F <input type="checkbox"/>
Date of Birth: ____/____/____ (optional)		
Address: _____		Post Code _____
Phone Number: Home _____		Mobile _____
Email: _____		
Do you speak another language?		Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, what language/s? _____		
Any physical restrictions or health issues, which may affect the type of work you, become involved in or hours worked?		

In case of emergency, notify: _____		
Phone Number: _____		

Which day/s of the week are you available to work? Please tick.

	9.50am – 1.40pm	1.20pm – 5.00pm	All Day 9.50am – 5.00pm
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are you willing to have your contact details made available to other Volunteer Friends for the purposes of Roster changes? Yes No

Have you worked as a Volunteer before? Yes <input type="checkbox"/> No <input type="checkbox"/>

If so, where?: _____

What did you do? _____

List any skills, interests or hobbies you feel you will bring to the team.

Do you have any professional qualifications that you feel are relevant to the work you have applied for?: Yes No

What attracts you to Volunteering at Artspace?

Briefly list any skills you believe you will bring to the team.

Good with people
Work well in a team
Have basic/good computer skills
Some knowledge of the Art Industry
Other _____

Please supply the names, addresses and phone numbers of two references:

1. _____	2. _____
_____	_____
_____	_____
Post.Code _____	Post Code _____
Phone: _____	Phone: _____

I acknowledge that this work is undertaken of my own free will and there is no financial remuneration.

Signature: _____ Date: _____

When your application is received, you will be contacted by the Volunteer Co-ordinator to arrange roster times. Artspace offers training with a Mentor over three shifts and provides an induction-training manual. You will be required to complete an application for a Blue Card on completion of your training sessions.