

 CITY OF GRAFTON EISTEDDFOD SOCIETY INC.	<h2 style="margin: 0;">VOLUNTEER WORK APPLICATION FORM</h2>
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Thank you for being interested in volunteering with the *City of Grafton Eisteddfod Society*. Please answer a few questions to help us match you with an event or task you might enjoy.

### YOUR CONTACT DETAILS

TITLE	<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other:	
FIRST NAME (S)		
FAMILY NAME		
POSTAL ADDRESS		
TOWN		POSTCODE:
PHONE	Business Hours:	
	After Hours :	
	Mobile :	
EMAIL		

### HOW DID YOU FIND US?

How did you find out about the City of Grafton Eisteddfod Society? (*tick one or more*)

- |   |   |
|---|---|
| <input type="checkbox"/> From a member or volunteer | <input type="checkbox"/> The website                              |
| <input type="checkbox"/> Going to an Eisteddfod     | <input type="checkbox"/> Eisteddfod event advertising / newspaper |
| <input type="checkbox"/> Other ( <i>specify</i> ):  |   |

\_\_\_\_\_

### YOUR AREAS OF INTEREST

What area of work are you most interested in? (*tick one or more*)

- Helping on an Eisteddfod event day
- Working behind the scenes
- Fundraising

What type of work are you most interested in? (*tick one or more*)

- |   |   |
|---|---|
| <input type="checkbox"/> Dealing with people / the public     | <input type="checkbox"/> Maintenance (eg setting up)            |
| <input type="checkbox"/> Office / administration / organising | <input type="checkbox"/> Equipment (eg sound & music, lighting) |
| <input type="checkbox"/> Working with computers               | <input type="checkbox"/> No preference                          |
| <input type="checkbox"/> Accompanist                          |   |

Are there any particular skills you would like to use when volunteering with us?

- No
- Yes (*specify*): \_\_\_\_\_

What Eisteddfod events are you most interested in? (*tick one or more*)

- Music - Piano                       Music - Instrumental                       Music – Singing                       Schools  
 Dance                                       Speech / Drama                       Battle of the Bands                       All

If you worked at an Eisteddfod event, what job would you be most interested in? (*tick one or more*)

- Admission                      (Selling ticket and programs at the door)  
 Back table                      (Registration of entrants, taking music/text, recording results)  
 Chairperson                      (Announcing each sections and each entrant)  
 Penciller                      (Helping the Adjudicator)  
 Canteen                      (Making or selling refreshments)  
 None                      (I want to do other types of work to help out)

### YOUR AVAILABILITY TO HELP US

What day/s are you usually available? (*tick one or more*)

- Monday                       Tuesday                       Wednesday                       Thursday  
 Friday                       Saturday                       Sunday                       All

What time of day would you mostly likely be available to help? (*tick one or more*)

- Mornings                       Afternoons                       Evenings                       Any time

What length of time are you thinking of volunteering for?

- One-off (at an annual Eisteddfod event)  
 Occasional - short term (3-6 months)  
 Occasional – longer term (1 year or more)  
 Emergencies – if someone is off sick  
 Don't know yet

If you volunteer with us you can stop at any time, and perhaps start again later if your time permits.

### YOUR SPECIAL NEEDS

Do you have any health issues, restrictions or special needs that we should be aware of and take into account if you were volunteering with us?

- No  
 Yes (*specify*): \_\_\_\_\_

### SPECIAL CONDITIONS

We want all our entrants to have a positive experience – one that is encouraging, friendly and safe. Many of our entrant are children or under the age of 25, and deserve our special care.

The Government requires all volunteers working with children to have a *Working With Children Check*. This involves a national criminal history check, and looking at findings of any misconduct or assault involving children. This check is free for all volunteers. Some volunteering jobs will also require a police check.

## REFERENCES

Please provide details of two (2) referees from whom we can get confidential reports. Referees must be known to you through current or previous paid or voluntary employment, or through sporting and community groups. They cannot be family members or social friends. Please tell your referees that they will be contacted. Applications will not be accepted without referee details or with inappropriate referees.

Name:	
How do you know them?	
Length of time known:	
Contact phone number:	

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## DECLARATION

Please tick each boxes to show you understand and agree.

- I declare that the information contained in this application is true and correct.
- I understand that all the information provided above is confidential and available only to the relevant *City of Grafton Eisteddfod Society* staff.
- I understand that putting in this application form does not automatically register me a volunteer, but that there is a selection process, including completion of checks.
- I understand that I will be required to complete a *Working With Children Check*.
- I agree that the Society may do a reference and background check (including a Police Check if needed).
- I agree that any information I learn as a volunteer will not be disclosed in any way to any persons outside *City of Grafton Eisteddfod Society* during my time as a volunteer or any time afterwards.
- I agree to take reasonable care for my own safety and health when doing volunteer work, and will abide by the instructions/supervision of the *City of Grafton Eisteddfod Society*.
- If the *City of Grafton Eisteddfod Society* accepts this 'Volunteer Work Application Form' it does not become a contract of employment or an Agency Agreement.

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

The personal information provided in this document is protected under the *Privacy and Personal Information Protection Act 1998*. The *City of Grafton Eisteddfod Society* must not disclose your personal information to any person or body if it is not directly related to the purpose for which the information was collected. If you have a complaint or require further information about the collection and use of personal information please contact Society's Secretary.

**OFFICE USE ONLY**

- References checked                      Date: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Working with Children Check* done      Date: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Police check done                      Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Volunteer application accepted  
     Yes     No      Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

If "No", specify reason: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Details entered in Volunteer Register      Date: \_\_\_\_/\_\_\_\_/\_\_\_\_