Museum of Classical Archaeology

Volunteer Expression of Interest Form

Thank you for your interest in volunteering with the University of Cambridge Museums. Please complete this form and return to: Museum Education and Outreach Coordinator, Museum of Classical Archaeology, University of Cambridge, Sidgwick Avenue, Cambridge, CB3 9DA or email to [museum-education@classics.cam.ac.uk](mailto:museum-education@classics.cam.ac.uk).

In accordance with The University of Cambridge Child and Vulnerable Adult Protection Policy, our volunteer programme is normally for adults aged 18 or over.

In line with the University’s policy, provided you are volunteering for less than 30 days in a six month period, we will not require you to evidence your right to work.



# Your contact details

|  |  |
| --- | --- |
| Given name(s) |  |
| Family name |  |
| Home Address | Postcode: |
| Email address |  |
| Primary telephone number |  |
| Secondary telephone number |  |
| Immigration status  **(Please ignore this section if you are volunteering for less than 30 days in a 6 month period)** | Are you a settled worker (i.e. do you have the **permanent** right to work/volunteer in the UK – for example as a British or EEA citizen)?  Yes  No  If no, do you already have **temporary** permission to volunteer in the UK?  Yes  No  If yes, please specify your visa type and visa end date: |
| UK National Insurance number (where held) | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  | |

# About this role

This application is for

**The Museum of Classical Archaeology Events Volunteer Register**

*Please note: Unfortunately, we are only able to accept Expressions of Interest for the Events Volunteer Register and are unable to accept them for speculative roles.*

# About you

Please provide a brief outline or any particular skills, interests or experience that you would like to bring to this volunteer role (aim for 200 to 400 words):

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| --- |
|  |

How did you hear about volunteering with us?

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| --- |
|  |

# Disclosure and Barring Service (DBS) Check

Volunteers applying for roles that involve working closely with children or vulnerable adults on a frequent or intensive basis will be asked to for a DBS check with Enhanced Disclosure. We will incur any administrative costs involved. If required for your role, would you be prepared to have an Enhanced DBS check? Yes  No

# Special Requirements

If you require any special arrangements to be made to attend an initial induction meeting or if you have any medical conditions you’d like us to take into consideration, please specify those below. This information is requested so that we may care for your needs and will be kept confidential.

|  |
| --- |
|  |

# Emergency Contact Details

Please give details of your next of kin to contact in case of emergency.

|  |  |
| --- | --- |
| Name |  |
| Address | Postcode: |
| Email address |  |
| Daytime tel. number |  |

Referees

Please give contact details of two people (other than relatives or partners) who have known you for more than 2 years (or teach you currently) who we can contact to comment on your suitability to volunteer for us.

|  |  |  |  |
| --- | --- | --- | --- |
| Referee 1  Name |  | Referee 2  Name |  |
| Relationship to you |  | Relationship to you |  |
| Address | Postcode: | Address | Postcode: |
| Email address |  | Email address |  |
| Telephone |  | Telephone |  |

## Privacy Notice

The information you have entered on this form is processed by the Museum of Classical Archaeology only. We use your personal information in order to deliver our contractual obligations to you as a user of our service. We use anonymised data only for reporting, and we do not share your personal data with any third parties or add you to our mailing lists. We use your personal information to contact you about volunteer roles or projects that you have applied for and other related activities.

Please note: if you go on to volunteer with us after expressing your interest, we will ask you to register on the University of Cambridge Museums VolunteerMakers database. This is how we manage our volunteers.

For more information about how we handle your personal information, and your rights under data protection legislation, please see <https://www.information-compliance.admin.cam.ac.uk/data-protection/general-data>.

I am over 18 years old and I declare that the information I have provided is true:

Signed ........................................................................................... Date ...............................