Volunteer Application Form

Thank you for your interest in volunteering for The Coffin Works which is owned and run by Birmingham Conservation Trust (BCT).We’d like you to tell us a little bit about yourself so we can see how you would fit within our organisation and help us find the right role for you.

Please complete all parts of this form and return via email to [**volunteers@coffinworks.org**](mailto:volunteers@coffinworks.org)or via post to **The Coffin Works, 13-15 Fleet Street, Jewellery Quarter, B3 1JP.**

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| **Personal Details** | | | |
| **Title/Pronouns:** | **Full Name:** | | **Under 18:** Y/N |
| **Email:** | | **Contact Number:** | |

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| **About Volunteering** | | | | |
| **What roles are you interested in?**  **(Please tick all that apply below)** | | **How did you hear about volunteering with us? (Please tick below)** | | |
| Room Enabler |  | Our website | |  |
| Tour Guide |  | Social media | |  |
| Front of House |  | From visiting us | |  |
| Welcome and Refreshments |  | Word of mouth | |  |
| Conservation and Housekeeping |  | Other (please tell us): |  | |
| Other roles within BCT |  |  |  | |
| **Have you volunteered for BCT before?** | | | | |
| **Have you volunteered for a different organisation before?** | | | | |
| **What has inspired you to volunteer with us?** | | | | |

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| **About You** |
| Please give us a brief overview of your background, experience, skills, and interests (feel free to attach a CV if you’d like but it’s not a necessity) |
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| **Availability** | | | | | | | | | | | | | |
| Please tick the relevant boxes below to give us a general idea of your availability (please note we are currently only open Thursday-Sunday): | | | | | | | | | | | | | |
| Monday |  | Tuesday |  | Wednesday |  | Thursday |  | Friday |  | Saturday |  | Sunday |  |
| **Roughly how often are you hoping to volunteer?** | | | | | | | | | | | | | |

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| **Data Collection Information** | |
| The information you provide will be used to process your application and help us with induction if you join our volunteer team. Application forms sent to be us via email will be held on a secure server and paper forms will be kept in a locked filing cabinet.  If you become a Coffin Works volunteer, we will ask you for permission before transferring your information to the Birmingham Conservation Trust volunteer database. If you no longer wish to volunteer with us then all personal information will be deleted. | |
| **Your declaration: I understand the above data collection information** | |
| **Signed:** | **Date:** |