

THE ROYAL HISTORICAL SOCIETY OF QUEENSLAND

AND

COMMISSARIAT STORE MUSEUM

VOLUNTEER FORM

Please complete all sections. Your details will be kept confidential.

Section 1 Personal Details

Name:.....

Address:.....

Telephone No: H..... Mobile.....

Email.....

Emergency Contact.....

.....

2. Areas of Volunteering

Please select where you would like to volunteer and the duties you are interested in undertaking.

Commissariat Store

- Guided Tours
- Front of House reception
- Exhibitions & Displays

RHSQ Office

- Research
- Library Collection
- Website Management
- Administration
- Cataloguing & Management of Museum Display
- Marketing
- Event Coordination and Assistance

3. Commitment

A. Please indicate your preferred day/s and time/s below, and how often you would like to volunteer.

Day/s (please tick all boxes that apply)

Tue AM Wed AM Thu AM Fri AM

Tue PM Wed PM Thu PM Fri PM

My proposed starting date is.....

I am able to volunteer Daily Weekly Fortnightly Monthly

B. The RHSQ holds @home days and other activities which require assistance at the Commissariat Store on weekends. Are you interested in providing assistance at these events?

Yes, I am happy to be contacted when an event requires volunteer assistance

No, I am not able to provide assistance at these events

C. Are you available at short notice for sick/holiday relief?

Yes, please contact me if you require assistance

No, I am not available at short notice

4. Interests, Skills and Past Experience

We are interested to learn of any particular skills that you may be willing to share with us. Please indicate below your valued skills, interests and experiences so that we can ensure you are best placed within our volunteering program.

Computer Public relations

Research/Writing Office skills

Other (details).....

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5. Blue Card

The Working with Children Check is a detailed assessment of a person's suitability to work with children under the age of 18, based on the person's criminal history. All Reception/Front of House and Guided Tour volunteers are required to hold a current child suitability card (Blue Card). Final appointments are subject to a successful application for a Blue Card. There is no charge to apply for a Working with Children Check.

Please tick one of the following;

- I possess a current Blue Card, my registration number is _____, and expires _____
- I do not currently possess a Blue Card but I would agree to apply if I was offered a volunteer appointment.

6. Insurance

All volunteers are covered by a Personal Accident & Illness Insurance Policy should you be injured while carrying out duties associated with your volunteer service.

I have completed the volunteer form and that the information provided is correct.

Signature of Applicant: Date:

Once completed, you can either hand it in or post it to the address below:

Postal address: Ms Ilona Fekete (Manager)

The Royal Historical Society of Queensland

115 William Street Brisbane Q 4002

Queries Phone: (07)3221 4198 Email: info@queenslandhistory.org.au

Thank you for completing this form and for showing interest in becoming a volunteer with the Royal Historical Society of Queensland. This form will assist us in identifying a volunteer role to suit your specific skills, experiences and preferences. We will be in contact shortly to arrange an interview.
