

Volunteer Agreement Application



Volunteers are essential to the museums survival and are often the first point of contact for visitors. Whatever your interests, we can find something for you to do. All we ask is that you volunteer for around 10 hours a month, when the museum is open, in return we offer you the following:

- Free admission the museum – anytime the museum is open
- To be included in news updates and forthcoming events connected to the museum
- 15% discount on all full price goods purchased in the museum shop
- 15% discount on own individual purchases in the Naafi Café
- Opportunity to learn new skills and gain knowledge
- Meet and work likeminded people – all working together to preserve, protect and display RAF Manston’s heritage

If you would like to be considered as an unpaid volunteer at the RAF Manston History Museum, please fill in below. Your details.

Name: _____ Preferred Name: _____

Address: _____

Telephone Number(s): _____ D.O.B _____

Email Address: _____

Do you consent to being added to group communications (after the probationary period) via: Mobile Number Y / N Email Y / N (Please circle)?

Any relevant information about yourself that we need to take into consideration: _____

Emergency Contact Details.

NOK Name: _____ Relationship: _____

Contact Telephone(s): _____

Alternative Contact: _____ Relationship: _____

Contact Telephone(s): _____

Medical Information

GP Name: _____ Telephone: _____

Please detail any medication/medical conditions that we may need to be aware of: _____

Allergies: _____

In the event of an emergency, I give permission for museum staff to consent to any necessary medical attention to be given on my behalf upon advice of any such medical or emergency personnel. I will update this form if my stance on this subject changes. *If unsigned no medical treatment will be consented to by museum staff including any potentially lifesaving interventions. This does not apply to members of the emergency services.*

Signed: _____ Print: _____

Date: _____

Please complete the following questionnaire to help us match your abilities with tasks or projects at the Museum.

Please tick a category which you would like to help

Shop/cafe	Steward/guide	Exhibit Restoration	General DIY
Electrics	Carpentry	Painting/Spraying	Archivist
Accounts/IT	PR/Marketing/admin	Gardening	Education/events

Please summarize your relevant experience or job skills

Please state when you are available for duties

All applications to volunteer within the museum are subject to Director’s approval. All work carried out is subject to approval and permission. All volunteers need to complete introductory shifts within the museum shop. Each volunteer will be subject to a 90-day probationary period. The Director’s reserve the right to refuse/revoke any application.

If your voluntary duties are likely to bring you into contact with either children or adults at risk at some point in the future, we reserve the right to request you to undergo a records check via the Disclosure and Barring Service (DBS) prior to making such contact.

There is no financial remuneration for you under this arrangement. Any purchases made on behalf of the museum will need approval from a Director before reimbursement, and receipts will be required.

A donation towards our branded t-shirt (£15), hat (£8), fleece (£25), and badge (£2.50). This can be supplied after the probationary period.

Volunteers will be covered under the Museum’s employee liability insurance when on site and undertaking approved volunteering work. All volunteers under the age of 16 must obtain parental/guardian permission. A copy of this form will be stored securely on site following the Data Protection Act and GDPR regulations.

Signed: _____ Date: _____

Museum Representative

Signed: _____ Print: _____ Date: _____

For Office Use Only			
Date Received	Actioned By	90-day approval	Uniform