

The Palace Trust – Volunteer Application Form

DATE: _____



The Bishop's Palace
WELLS · SOMERSET

TITLE:	FIRST NAMES:	SURNAME:
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ADDRESS:	Telephone:
	Mobile:
	E-mail:

There are a wide range of volunteer roles at The Bishop's Palace. Which role(s) would interest you?

<p>Visitor Services Volunteer – be a part of the team that offers a friendly welcome to Palace visitor for at least half a day per fortnight. <input type="checkbox"/></p> <p>Maintenance Volunteer- be part of a team that helps to keep The Bishop's Palace looking first class. <input type="checkbox"/></p> <p>Tour Guide – Delivering at least one 'Palace Water Walk' to groups of visitors per month. <input type="checkbox"/></p> <p>Office Admin – supporting the office team with basic administration, answering phones, filing etc. Most volunteers come in for one day each week. <input type="checkbox"/></p>	<p>Learning Volunteer – helping to run family learning activities on school holidays week days. <input type="checkbox"/></p> <p>Community Gardening – Working as part of a group alongside our Community Gardener. Help provide produce for our café and shop. No gardening experience needed. Sessions run on Monday, Tuesday and Wednesday mornings only. <input type="checkbox"/></p> <p>Gardening – Supporting the gardening team to care for Bishop's Palace grounds. Some gardening experience and availability one day a week would be an advantage. We generally need volunteers to help 9:45-4 Mon-Thurs. <input type="checkbox"/></p> <p>Storyteller – based in The Dragon's Lair you will weave tales to enchant our younger visitors. <input type="checkbox"/></p>
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Other

WHEN WOULD YOU BE AVAILABLE? The palace is open seven days per week 10am – 4pm winter/10am – 6pm summer

DAY	AM – 9.45am – 1pm (winter) 9.45am – 2pm (summer)	PM – 12.45pm – 4pm (winter) 1.45pm – 6pm (summer)
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

PREVIOUS RELEVANT EXPERIENCE AND SKILLS (either paid or voluntary):
OTHER RELEVANT EXPERIENCE: Computer skills, language skills, etc
Please indicate any health, accessibility, or other factor which may make certain types of work unsuitable for you:
Why would you like to become a volunteer at the Bishop's Palace and Gardens?
Do you have the right to work in the UK? YES / NO If no, are there any restrictions which would prevent you from volunteering?
I am willing to: <ul style="list-style-type: none"><input type="checkbox"/> Attend induction training and any relevant training for my role<input type="checkbox"/> Volunteer regularly throughout the year (see above for suggested time contributions)<input type="checkbox"/> Agree my volunteering sessions in advance with my supervisor (you can contact us by e-mail, phone or use our on-line diary)<input type="checkbox"/> abide by the guidance I am given at my Induction training and by my supervisor
REFEREES: The nature of all volunteer roles require us to obtain a reference. Please bring a signed and dated reference with you to your interview from 2 referees (not immediate family or friends)

Please return your completed application form to:
Siobhan Goodwin (Volunteer Co-ordinator)
The Bishop's Palace
Wells
Somerset
BA5 2PD

Or you can email your application to: siobhan.goodwin@bishoppalace.org.uk
Tel: 01749 988111 ex: 202