



The Palace Trust – Volunteer Application Form

The Bishop's Palace
WELLS · SOMERSET

DATE: _____

TITLE:	FIRST NAMES:	SURNAME:
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 month. <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 10:30-4 Mon-Thurs. <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		



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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?

I am willing to:

- € Attend induction training and any relevant training for my role
- € Volunteer regularly throughout the year (see above for suggested time contributions)
- € Agree my volunteering sessions in advance with my supervisor (you can contact us by e-mail, phone or use our on-line diary)
- € 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 1 referee** (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