



VOLUNTEER APPLICATION FORM

FEILDING & DISTRICTS COMMUNITY ARCHIVE

40 Bowen Street
Feilding

NAME _____

ADDRESS _____

PHONE _____ **EMAIL** _____

PLEASE FILL IN THE FOLLOWING AND RETURN THIS FORM

Why do you want to become a volunteer at the archive?

Do you have any previous volunteer experience? Yes/No (if yes please give details)

What is your past work experience?

Which areas are you interested in?

Volunteers are required for conservation work or computer data entry work.
Volunteers are also expected to process research queries for visitors.

Do you have any formal qualifications in any of the above? (if yes please give details)

How much time can you give to the FDCA?

Weekly _____ Monthly _____ One off _____

As a volunteer you will be supplied with a worker manual which outlines expected archival practice undertaken at the archive/ PP data entry procedure.

Volunteers are expected to conform to the standards of archival practice required.

Volunteers will be given a 3 month trial period of training and initial work programme. At the end of this three months on _____ an assessment of the work undertaken will be held with the manager. Both parties agreeing to the continuation of work at the archive.

Signed _____ Date _____

Email – archives@feildingarchive.org

Website – www.feildingarchive.org