



WINTERBOURNE
HOUSE AND GARDEN

Volunteer Application Form

Title	Mr/Mrs/Ms/Miss/Dr/Other
First Name(s)	
Surname	
Address	
Postcode	
Country	
Home Telephone Number	
Mobile Telephone Number	
Date of Birth	
Gender	
Email Address	
Are you a member of Winterbourne?	Yes/No
Where did you hear about volunteering at Winterbourne?	

Emergency Contact 1

Title	Mr/Mrs/Ms/Miss/Dr/Other
First Name(s)	
Surname	
Address	
Postcode	
Country	
Home Telephone Number	
Mobile Telephone Number	
Gender	
Relationship (Parent/Partner/Spouse etc.)	

Emergency Contact 2

Title	Mr/Mrs/Ms/Miss/Dr/Other
First Name(s)	
Surname	
Address	
Postcode	
Country	
Home Telephone Number	
Mobile Telephone Number	
Gender	
Relationship (Parent/Partner/Spouse etc.)	

Please let us know if you have any particular access requirements or health conditions that we should be aware of

Please give the names of 2 people that can be contacted for a reference. Referees cannot be members of your family and should be able to account for your suitability for the volunteering position in question.

1st Referee

Title	Mr/Mrs/Ms/Miss/Dr/Other
First Name(s)	
Surname	
Address	
Postcode	
Country	
How long have you known this person?	
In what capacity do you know this person?	

Winterbourne House and Garden is part of the University of Birmingham and our contact emails may appear as BoxOffice or University of Birmingham.

We will never share your data with any third parties.

In light of new legislation which affects how businesses are allowed to communicate with customers, we must make you aware of how we will use your data.

In order for you to receive communications from us you need to opt in to the following choice of options.

You can choose to receive a monthly e-newsletter, which includes details about competitions, news and upcoming events. To receive the e-newsletter, tick here.

We send out occasional emails about upcoming events, special offers and birthday treats. To receive these emails, tick here.

You can opt out of any of these communications at any time. Please email enquiries@winterbourne.org.uk or telephone 0121 414 3003 to let us know if you no longer wish to receive the communication.

You are in control of your data. We want to stay in touch with you and keep your personal information in accordance with your wishes. You will be kept updated with news from Winterbourne House and Gardens, including courses, events and opportunities to support our fundraising and volunteering programmes. Depending on your preferences, you will receive communications via post, email, telephone, SMS text messages, and social media. We would like to ensure that our interactions with you are appropriate and cost-effective. We will pay attention to your responses (including e-tracking) and, from time to time, may use your data for profiling, wealth screening, targeting, and research purposes. Your information will be held securely by the University of Birmingham and will only be made available to our academic & administrative departments, recognised alumni groups, and trusted agents acting on behalf of the University. We will never sell your personal data or share it for non-University of Birmingham programmes. If you decide to

donate to the University, you can choose whether to give anonymously or be recognised on our Donor Roll of Honour. Information on how your data is held and used is set out in our Data Protection Statement at birmingham.ac.uk/privacy. If you wish to opt-out of any contact or have any questions about your personal data, please contact Steven Bister on s.bister@bham.ac.uk. Our Inland Revenue charities reference number is X7237.

I hereby give permission for The University of Birmingham to store my details on their database.

Signed:

Date:

Please indicate the days on which you are available by ticking the appropriate boxes

	AM	PM
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

How many hours on average would you be able to volunteer per day?

1 hour	
2 hours	
3 hours	
4 hours	
5 hours	
6 hours	
7 hours	
8 hours	
My hours are flexible	

Current opportunities

Welcome/Room Guides - Part of the Visitor Services Team you will be one of the welcoming faces greeting our visitors, from coaches to families and individuals. You'll gain the knowledge to be able to answer questions to help people get the most out of their visit, promote our Membership scheme and generally set people up for a really enjoyable time with us.

Bookshop Volunteer - Bookshop volunteers help keep Winterbourne's second hand bookshop running smoothly. You'll have an eye for detail and be happy to work on your own initiative. Keeping the shelves stocked and assisting visitors in their search for a good read, a love of books is a must!

Shop Volunteer - Part of our Visitor Services team, shop volunteers get to meet all our visitors before they leave the site. You will be assisting with the care and presentation of the shop and helping our visitors make their purchasing decisions. Using our touch screen electronic till you will process payments and ensure that all cash and card handling procedures are adhered to. Due to the nature of the role we currently offer two set time opportunities for this role - 10.30am to 1.30pm and 1.30pm to 4pm.

Maintenance volunteers (varnishing and painting) You'll assist us caring for our garden benches, tables, chairs, and garden structures, repairing damage and ensuring they are always clean, varnished and painted to the highest standard.

Please let us know of any skills, interests and experience you feel would be beneficial to any volunteering position at Winterbourne
