

Expression of Interest and Application Form

for the position of Museum Guide, Education

Private and Confidential

Office Use		
Date of Interview:		
National Police Checking Services (NPCS) Application/Consent Form		
Date lodged:	PC Number	Date Resolved:
Working with Children Form		
Date lodged:	PC Number	Date Resolved:

Applicant's Personal Information					
Title:	Mr <input type="checkbox"/>	Miss <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Other:
Surname:		Given Name:			
Preferred Name:					
Address:	Number/Street:				
	Suburb:		Postcode		
Phone:	Landline:		Mobile:		
Email:					
Preferred method of contact		Mobile <input type="checkbox"/>	Landline <input type="checkbox"/>	Email <input type="checkbox"/>	
Date of Birth:					
Do you speak a language other than English?		No <input type="checkbox"/>	Yes <input type="checkbox"/> Please Specify: Preferred language:		
Status	Retired <input type="checkbox"/>		Seeking Employment <input type="checkbox"/>		Student <input type="checkbox"/>
	Semi – Retired <input type="checkbox"/>		Centrelink Commitment <input type="checkbox"/>		
	Other <input type="checkbox"/> Please state:				



Adelaide Holocaust Museum
Andrew Steiner Education Centre

Emergency Contact Person's Information			
Surname:		Given Name:	
Relationship to applicant:			
Address:	Number/Street:		
	Suburb:	Postcode	
Phone (W)	Phone: (H)	Mobile:	
Surname:		Given Name:	
Relationship to applicant:			
Address:	Number/Street:		
	Suburb:	Postcode	
Phone (W)	Phone: (H)	Mobile:	

Medical History
Do you have any problems, medical conditions or impairments that may affect your volunteer work? No <input type="checkbox"/> Yes <input type="checkbox"/>
If 'Yes' please provide details as to how your ability to perform the tasks would be affected:

Referee Contact Details		
1. Name:		Relationship:
Phone (W):	Phone (H):	Mobile:
Email:		Length of Relationship:
2. Name:		Relationship:
Phone (W):	Phone (H):	Mobile:
Email:		Length of Relationship:



Please indicate your availability: <i>Museum Guides are rostered on Tuesday, Wednesday and Thursday from 8.45 am to 12 pm.</i>					
Tuesday	<input type="checkbox"/>	Wednesday	<input type="checkbox"/>	Thursday	<input type="checkbox"/>
How many days can you commit per week? <i>In Term 1 we ask you to commit to a minimum of one day per week. From Term 2, minimum commitment will be reduced to one day per fortnight or per month.</i>					

Working with Children Check and National Police Clearance <i>A Working with Children Check is a requirement by law for all people working or volunteering with children. See https://screening.sa.gov.au/types-of-check/working-with-children-check.</i>	
Do you have a current Working with Children Check? <i>If yes, please provide a copy with your application.</i>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Do you require a Working with Children Check for Volunteers? <i>The Museum will initiate this application on your behalf at no cost.</i>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Have you included a copy of your National Police Clearance with your application? <i>As a volunteer you will be required to obtain a National Police Clearance and provide a copy prior to commencement.</i>	No <input type="checkbox"/> Yes <input type="checkbox"/>

Declaration			
I declare that I, _____ (Applicant's Name),			
<ul style="list-style-type: none"> • am applying for volunteer role with the Adelaide Holocaust Museum and Steiner Education Centre (AHMSEC) • understand my obligation of maintaining confidentiality with regards to any information obtained during the course of my volunteering. • understand that I will be required to take part in Volunteer Induction and will be provided with a Volunteer Handbook, Position Description and opportunities for training. • I understand I must successfully complete a Police Check, Reference Check, and Working with Children Check before my commencement as a volunteer at AHMSEC. • I declare that the information I have given in this application form is true and accurate and I have not withheld any information that is a legal requirement or requirement of my position. • I give permission to AHMSEC to take photographs and film of me for public marketing and publicity, and education and training purposes. 			
Applicant Name:		Supervisor Name:	
Signature:		Signature:	
Date:		Date:	



Expression of Interest

Instructions

Please respond to the following information to assist us in our recruitment of suitable candidates for the volunteer position of *Museum Guide, Education*.

Ensure you have read the Position Description for the role.

If available, please attach a copy of your Curriculum Vitae to your application.

Please attach a copy of your current National Police Check and Working with Children Check to your application.

In lieu of completing this section of the form, please provide a written Cover Letter addressing the Position Description and outlining your experience and skills relevant to the role.

Q1. Why are you applying for the volunteer position of Museum Guide, Education?

Q2. What experience do you have working in a museum (including art museums)?

Q3. What experience, skills and attributes can you bring to the role of Museum Guide, Education?



Q4. What is your approach to working with young people?

Q5. What are your beliefs about young people?

Q6. Why are you interested in the Holocaust, and more specifically education about the Holocaust?

Q6. What qualifications, training or professional development have you done that will contribute to your success in the role?

