Background pattern

Description automatically generated

**Volunteer Application Form**

Thank you for your interest in volunteering at Venture Arts. Please fill in the below, email this to us, and we will get back to you in due course.

|  |  |
| --- | --- |
| **Contact Details** | |
| Name |  |
| Pronouns |  |
| Address |  |
|  |
|  |
| Tel. No. |  |
| Mobile |  |
| Email |  |

|  |  |
| --- | --- |
| **Where did you hear about Venture Arts?** | |
| Google Search |  |
| Community Central Website |  |
| Facebook |  |
| Twitter |  |
| Other (Please specify) |  |

|  |
| --- |
| **Why do you want to volunteer at Venture Arts?** |
|  |

**Volunteering Roles:**

Before completing the following sections, please read through section 1 and 2 which outline the different voluntary roles available. Volunteers are welcome to apply for Opportunity 1 or Opportunity 2 or both.

**Opportunity 1: Visual Arts Studio Session Assistant**

This role sees the commitment of volunteering in a regular weekly visual arts session. As a volunteer you are usually allocated one art session per week to assist in. We ask for a minimum commitment of **10 weekly sessions**.

Role:

* Assisting the Art Tutor in visual arts sessions.
* Supporting people with learning disabilities to reach their potential, increasing creative skills, social skills, confidence and wellbeing.
* Accompany participants on field trips.
* Helping to clear up after studio sessions and encouraging participants to tidy up.

Please state your availability below or leave these sections blank and move to Opportunity 2 if you are solely interested in applying for Opportunity 2.

**Adult Workshops (ages 18+)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| Morning  10am -12pm |  |  |  |  |  |
| Afternoon  1pm – 3pm |  |  |  |  |  |

**Young Peoples workshops (ages 8-25)**

|  |  |  |
| --- | --- | --- |
|  | Wednesday | Saturday |
| Morning  10am – 12:30pm | N/A |  |
| Afternoon  3:30pm - 6pm |  | N/A |

**Opportunity 2: Non studio based volunteering roles**

|  |  |
| --- | --- |
| Volunteer Role | **Expression Of Interest**  **(Please provide relevant info)** |
| Events and Exhibition Assistants   * Prepping artwork, exhibition spaces and display units. * Installing exhibitions. * Opening nights: -Taking photographs, serving refreshments, ushering. * Assisting in events and festivals such as “Manchester Day” and “Hulme Is Where The Art Is” | YES/ NO |
| Artwork Editors   * Editing artwork created by the Venture Arts artists for merchandise, marketing materials, exhibitions and social media. * Knowledge of editing and design software needed. | YES/NO |
| Fundraising Volunteers:   * Participating in fundraising projects set up by Venture Arts (e.g The Great Manchester Run) * Self-directed fundraising projects supported by Venture Arts (e.g, Supermarket Bag Packs, gigs and fashion shows. | YES/NO |
| Social Activity Assistants:   * Support and deliver social activities and events * Assisting at our annual Christmas party | YES/NO |
| Admin Volunteers (Regular weekly Commitment)  Roles include: -   * Merchandise Stock check * Merchandise listing on Big Cartel * Order’s packaging and posting * Merchandise spreadsheet updating * Shreading, filing, organising folders. * COSHH inventory * Cupboards tidying | YES/NO |
| **Social Media Volunteer (Regular weekly commitment)**   * Assist in content production for our social media platforms. * Essential: Good writing skills * Essential: Good understanding of social media * Desirable: Video skills | YES/NO |

These are flexible and occasional roles. When expressing an interest in any of the roles below, you will be added to our list and contacted when a relevant opportunity arises. Any of the roles that involve a more regular commitment are stated in the details below.

**Reference Details**

We require two references before we can accept volunteers at Venture Arts. Where possible please provide one professional reference (e.g. tutor, work colleague) and one character reference (e.g. friend, house mate but not a family member). All information will be treated in confidence.

|  |  |
| --- | --- |
| **Referee 1** | |
| Full Name |  |
| Organisation and position |  |
| Relationship to you |  |
| Address |  |
| Email |  |
| Tel. No. |  |

|  |  |
| --- | --- |
| **Referee 2** | |
| Full Name |  |
| Organisation and position |  |
| Relationship to you |  |
| Address |  |
| Email |  |
| Tel. No. |  |

**DBS**

All our staff and volunteers are DBS checked. Venture Arts is able to process your volunteer DBS form. Please complete the details below

|  |  |
| --- | --- |
| **DBS Information** | **Please select** |
| Do you have any previous criminal convictions or cases pending? | Yes/ No |
| Do you have a current DBS form | Yes/ No |
| Please state whether you have a basic DBS on an enhanced DBS. (this is stated on your DBS certificate) | Basic/ Enhanced/ I don’t have a DBS |
| Is your DBS form for Adults workforce, Child workforce or both?  (these details can be found on your DBS certificate) | Adult Workforce / Child Workforce/  Adult and Child Workforce/ I don’t have a DBS |
| If you don’t have a DBS form, are you willing for us to run a DBS check on you? (If your answer is no, please explain why. |  |

|  |  |
| --- | --- |
| **Signed** |  |
| **Print your name** |  |
| **Date** |  |

**Please email a copy of the completed application form to** [**domino@venturearts.org**](mailto:domino@venturearts.org) **Or post to Domino Panton-Oakley, Venture Arts, 43 Old Birley Street, Hulme, M15 5RF**