



## Volunteer Application Form

<b>Role Title:</b> Event Volunteer Steward	<b>Location:</b> New Lanark Mills, Lanark, ML11 9DB
<b>Department:</b> New Lanark Trust	<b>Line Manager:</b> Events and Exhibitions Officer

### Personal Details

<b>Name</b>	
<b>Address</b>	
<b>Daytime Telephone</b>	
<b>Email Address</b>	

### Emergency Contact

<b>Name</b>	
<b>Telephone Number</b>	
<b>Relationship to you</b>	

### Availability

You will be required to be available for the following dates and times:

14 July 2016 – 14:00-15:30 – Volunteer Orientation

27 July 2016 – 15:00-16:00 – BBC Steward Briefing

28 July 2016 – EVENT DAY - 8 hour shifts between 08:00 – 19:00

Please signify below if there are limitations on your availability on these days:

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**Current Employment Status (Please select)**

Student  / Unemployed  / Retired  / Employed  / Other \_\_\_\_\_

**Relevant Experience**

**(Customer Service, Events, Hospitality, Volunteering and/or Working with the Public) (250 words max)**

**Future Events**

Please indicate if we can contact you again in the future for similar events where we may require volunteers:

Yes  No

**Data Protection Information**

The information contained on this form will be held securely as a hard copy within the HR Department to enable us to administer your application

<b>Signature</b>	
<b>Date</b>	

**Please return by Sunday 12<sup>th</sup> June to:**

Evelyn Whitelaw

Events and Exhibitions Officer  
New Lanark Trust  
Mill 3, Level 6  
New Lanark Mills  
Lanark  
ML119DB

Or

[Evelyn.whitelaw@newlanark.org](mailto:Evelyn.whitelaw@newlanark.org)