



# Volunteer Application Form

## 2009/2010 Festival Season

You can mail, fax or email this form to the events department. Mail to: Events Department, Frankston City Council, PO Box 490, Frankston, VIC 3199. Fax: (03) 9784 1866 Email: [jeff.williams@frankston.vic.gov.au](mailto:jeff.williams@frankston.vic.gov.au)

This is a **3** step Application process to be a volunteer!

- Step 1)** Submit your Volunteer Application Form
- Step 2)** Contacted by a Frankston City Events Officer
- Step 3)** Appointment of Role and Day

**APPLICANTS WILL BE ASKED TO SUBMIT A  
STATUTORY DECLARATION OR POLICE CHECK DURING THIS PROCESS**

### Step 1)

#### Tell us about you:

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_ Title: \_\_\_\_\_

Date of birth: \_\_\_/\_\_\_/\_\_\_ Age: \_\_\_ Gender: Female / Male

Please complete all details legibly. If you are a returning volunteer, we need to check our records against this form for changes. Please make sure our records are correct by filling in all details.

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: (h) \_\_\_\_\_ (w) \_\_\_\_\_ (m) \_\_\_\_\_

Email: \_\_\_\_\_

Do you regularly use your email: Yes / No

Emergency Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Drivers License No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_ Passport No: \_\_\_\_\_

Medical conditions: \_\_\_\_\_

\_\_\_\_\_

Special Requirements (e.g. wheelchair access): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References:**

All volunteers are required to provide two personal referees

Reference 1

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Reference 2

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Which Festivals and day are you interested in participating in?**

(Please circle the dates you plan to be available to us)

Christmas Festival of Lights	28/11/09	
Frankston Waterfront Festival	16/01/10	17/01/10

**What would you like to do?**

We aim to make your volunteering experience as valuable as possible, and relevant to your particular needs, areas of interest, and capabilities. **Please tick one or more of the following areas that you are interested in helping out with.** Positions and tasks will vary depending on each festival.

- Communications Office
- Festival Information Ambassadors
- Festival Information Centre
- Parking Assistants
- Back Stage Monitor
- Site Setup General Crew
- Stage Management
- Technicians
- Volunteer Coordinator
- Other (please list) \_\_\_\_\_

**Your experience**

Have you volunteered for Frankston City Council events before? Yes / No

If so, in what capacity?

Do you have any special skills, areas of interest or attributes that could come in handy while volunteering for the Festival?

Signed Volunteer: \_\_\_\_\_ Date \_\_\_\_\_  
(Parent or guardian must sign for person under 18)

Name: \_\_\_\_\_

**Volunteer meetings**

In the lead up to each festival, we will be holding a Safety and Introductory meeting to give you more information about your roles as a festival volunteer and for you to get to know the staff and other volunteers.

***If you have any enquiries please contact us on 03 9784 1763***

Note: Personal information will be used solely for the purpose of Volunteering at Frankston City Council Events and to inform you of relevant Council services if indicated. Personal information will not be passed onto any third parties. For further information regarding Frankston City Council's Privacy Policy please contact our privacy officer on **1300 322 322** or visit [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au)