



THE **DAX** CENTRE

Volunteer Expression of Interest Form – Visitor Services

Date:

Full name:

Address:

Telephone number:

Email Address:

Educational background:

Work experience (professional and/or voluntary):

Why would you like to be a volunteer at The Dax Centre:

What roles/duties are you interested in (*please indicate Y next to, or circle those that apply*);

- Visitor services
- Administration support
- Library/inventory management
- Events (if yes for events - do you have an RSA?)
- General maintenance
- Other:

Do you have a WWCC (Working With Children Check)?

If not are you prepared to obtain one?

This can be obtained for free by volunteers, list The Dax Centre as the organisation at this website: <https://www.workingwithchildren.vic.gov.au/>

Do you have any specialised skills, areas of expertise or qualifications you believe could \ would like to contribute to your volunteer role at The Dax Centre?

For example photography, videography, social media, graphic design etc

Availability

The Dax Centre is opening hours are:

Wednesday to Friday, 10.00am – 4.00pm and every last Sunday of the month, 11.00am – 3.00pm.

The Visitor Services role is required during the gallery open hours, as well as for ad-hoc events such as Exhibition Opening Nights, Previews, Launches and other special events.

We ask our volunteers to commit their availability based on a 6 month program. There is of course scope to review and amend this as needed. Being a small organisation we do ask for advanced notice of any changes to your availability so we can plan accordingly.

Please indicate your availability below and if that applies per week, per fortnight or otherwise.

Available from (date): _____

Please add a Y in the time period you are available				Please specify if this availability applies 'each week', 'every second week' or 'it varies'
	Wednesday	Thursday	Friday	
10am - 1pm				
1pm - 4pm				
	Sunday (every last of the month)			Please specify if this availability applies 'each week', 'every second week' or 'it varies'
11am - 1pm				
1pm - 3pm				

Are you interested in assisting in a volunteer capacity for events (may include evenings or weekends)?	
Evenings	
Weekends	
Do you have an RSA? Please add Y or N	

Thank you for your interest in volunteering at The Dax Centre!

Please return this completed form to the Gallery Coordinator:
 Stef Harris stef.harris@daxcentre.org

We will be in touch very shortly.