

Birmingham International Dance Festival Volunteer Application Form

Please complete all sections in full and email to recruitment@dx.dance

**1.** **Contact Details**

First Name: ............................................................ Surname: .............................................................

Address: ....................................................................................................... ........................................

City: ...................................................................... Postcode: ...............................................................

Contact number: .................................................

Email Address: ..........................................................................................

Date of Birth: **DD/MM/YY** Please note that you must be 16+ to volunteer with us

Are you able to attend an online volunteers briefing on **22 September at 6pm,** via Teams: **Yes / No**

**2.** **About you**

We aim to make this as mutually beneficial an opportunity as possible, so please tell us a bit about your previous experience and skills so we can consider these when allocating shifts.

Why do you want to volunteer for Birmingham International Dance Festival?

Please let us know of any previous volunteering experience you have:

Please let us know of any other relevant experience:

What skills and qualities can you offer as an BIDF Volunteer (e.g. foreign languages, First Aid, sign language, customer services experience):

Are there any particular skills you would like to develop as a BIDF Volunteer?

**3.** **Availability**

Please indicate your availability to volunteer in the table below. Ideally each volunteer will be available for at least 2 shifts during the festival.

Please tick below when you are available:

Handsworth Park

|  |  |  |  |
| --- | --- | --- | --- |
| Day | Date | 10am – 3pm | 2pm – 7.30pm |
| Sat | 25-Sept |   |   |

Centenary Square

|  |  |  |  |
| --- | --- | --- | --- |
| Day | Date | 3.30pm – 9pm | 3.30pm – 9pm |
| Thu | 30-Sept |  |  |
| Fri | 01-Oct |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Day | Date | 10am – 4pm | 3pm – 9pm |
| Sat | 02-Oct |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Day | Date | 10am – 3pm | 2pm – 6.30pm |
| Sun | 03-Oct |  |  |

Chamberlain Square

|  |  |  |
| --- | --- | --- |
| Day | Date | 3.30pm – 9pm |
| Fri | 01-Oct |  |

|  |  |  |
| --- | --- | --- |
| Day | Date | 2pm – 7pm |
| Sat | 02-Oct |  |

|  |  |  |
| --- | --- | --- |
| Day | Date | 1pm – 6pm |
| Sun | 03-Oct |  |

Shifts will be confirmed by the Volunteer Coordinator once application forms are processed

**4.** **Keep in touch about Volunteering**

Would you like to be added to the DanceXchange Volunteer Database and to be contacted about future volunteer opportunities? **Yes / No**

**JOIN OUR MAILING LIST**

Join our mailing listto receive monthly e-flyers packed with the latest news from DanceXchange (dx) and Birmingham International Dance Festival (BIDF) including Special Offers, participation opportunities and class timetable changes. Please note your data won't be shared with other organisations.

To read our Privacy Policy go to http://www.dancexchange.org.uk/privacy/

* I would like to receive dx & BIDF information about performances, classes, special offers, news and opportunities by email. **Yes / No**
* I would like to receive information about dx & BIDF jobs, auditions and artist call out opportunities. **Yes / No**
* I would like to receive information from other arts organisations. **Yes / No**

**5.** **Additional Info**

Have you ever been convicted of a criminal offence that is not spent under the Rehabilitation of Offenders Act? **Yes / No**

If yes, please give details:

**Please read through your application carefully and sign below to complete your application.**

**What we will do with your data**: We will collect personal data from you in order to process your application to volunteer at DanceXchange. This personal data will be stored, processed, used and disclosed by us in the following ways, to:

* facilitate the recruitment process
* answer your questions and enquiries
* use your information on an anonymised basis to monitor compliance with our equal opportunities policy
* carry out our obligations arising from any agreements entered into between you and us
* undertake statistical analysis of anonymised data (equality and diversity)
* allow reporting internally, and to our funders, linked to festival volunteers.
* enable reporting to Test & Trace where applicable, for 21 days after the event

From time to time we reserve the right to seek your consent to process, use or disclose your information for any other purpose not listed above.

We will secure your personal data in line with GDPR best practice. Unsuccessful candidates’ data will be securely destroyed 1 month after the volunteer recruitment selection process. Successful candidates’ information required for volunteer management purposes will be retained throughout their volunteer engagement for the purposes outlined above, and in line with mailing list consents provided above.

**Declaration**

Please sign below to confirm you have read, understand and consent to how DanceXchange will use and store your information.

Signed................................................................ Date......................................................................

**Please complete all sections in full and email to** **recruitment@dx.dance** **with ‘Volunteer Application’ in the subject line.**

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