



Nottingham News Centre CIC  
CIC Reg no.08576446

M: +44 (0) 798 4825 482  
T: +44 (0) 115 871 3819  
W: www.nottinghamnewscentre.com  
E: info@nottinghamnewscentre.com



## VOLUNTEER APPLICATION FORM

### FORMER MINERS

Please complete this form, sign and return it to:

Email: [norma@nottinghamnewscentre.com](mailto:norma@nottinghamnewscentre.com)  
[norma.gregory@blackcoalminers.com](mailto:norma.gregory@blackcoalminers.com)

Tel.: 0115 8713819 / 07984 825482  
Website: [www.nottinghamnewscentre.com](http://www.nottinghamnewscentre.com)  
[www.blackcoalminers.com](http://www.blackcoalminers.com)

*Recruiting volunteers is central to the delivery and success of this project. It offers opportunities for young, mid aged and more senior people to gain experiences, develop confidence and to learn new skills through heritage, in ways that share and celebrate heritage with local communities and beyond.*

### 1. Details:

Name: .....

Contact address:  
.....  
.....

Postcode:.....

Mobile/Telephone: .....

Email:.....

Date of Birth (DOB): .....

Place of birth.....

COLLIERY.....

Years:.....

Role/Job:.....

With thanks to supporting organisations:





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**SKILLS: HOW CAN YOU HELP?**

Please indicate how you can help this heritage project by becoming a volunteer in or would like to try:

(TICK YOUR INTEREST/S ✓)

- Taking part in interviews (*participating*)
- Researching (*former miners, collating mining history, writing*)
- Interviewing and audio recording (*i.e. asking questions, recording, using IT*)
- Media production (*i.e. Video /DVD production/ Video editing/Sound editor*)
- Photography (*i.e. of events, people, workshops*)
- Graphic design (*i.e. leaflets, publicity materials*)
- PR/Media Officer (*i.e. press relations, organizing project promotion, project advertising, social media, article writing*)
- Coal art workshops (*i.e. assisting, taking part/participation in*)
- Exhibition creation (*i.e. curating, content writing, design*)
- Advisory panel member (*i.e. management, admin, attending meetings*)
- Online archive production (*Website knowledge and production, maintenance*)
- Admin (*i.e. assisting with general paperwork/project progress*)

How could this HLF project help you achieve your own goals?

- 1.....
- 2.....

**Availability:**

.....

Please indicate when you are able to help (tick boxes):

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning						
Afternoon						
Both						

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## TERMS & CONDITIONS

**Commitment:** All volunteers are required to complete and sign this form for any offer of voluntary role/position on the named project.

**Confidentiality:** All volunteers are asked to acknowledge and to maintain confidentiality when appropriate, with regards to any personal details about the member of staff / project partner/supporting organization etc. whilst on the project. If you are unhappy with any part of the project, speak to the Project Coordinator or project partners to clarify any matters.

**Copyright:** Works/activities/photographs/video/ intellectual materials/ drafts/ audio recordings/online website/archives/press releases or any other resources or materials produced prior to/during and after completion of this project or by/through this project, is own and copyright by Nottingham News Centre CIC and is not to be sold, used in media (broadcast, radio, internet, social media, magazines, newspapers) or printed without the prior consent (via email/ in writing) of the Project Coordinator or project partners or directors of Nottingham News Centre CIC.

**Permission for use of photography and related media created during the project:** Throughout the duration of the project, photographs and other forms of media will be created for evaluation/sharing purposes as requested by the Heritage Lottery Fund (HLF). By participating in this project, you agree to any text/content/ resource/photos/media/video being shared/printed/uploaded/used in advertising/ broadcasting for use by HLF and Nottingham News Centre CIC and related project partners and supporting organisations.

**Termination of voluntary work:** Please inform the Project Coordinator (email or in writing) if you decide to cease voluntary work.

### Reference / Certificate of Recognition:

Career references can be given on request. A 'Certificate of Recognition' can be given for contributions made during and after the project.

## AGREEMENT

1. I agree to the inclusion of my contribution in any film/ video/ publication/ exhibition/ resource for this project, the nature of which has been explained to me.
2. I understand that my contribution can be edited and there is no guarantee that it will appear in the final film/ video/ publication/ exhibition/ resource.

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3. To the best of my knowledge there are no third parties who have copyright or other rights associated with my contribution.
4. My contribution is made in good faith and I assign copyright to Nottingham News Centre CIC for use in all media as required.
5. As a volunteer, I agree to waive the fee and payment for my contribution or performance.
6. I understand that the film/ video/ publication/resource may be distributed in any medium including the Internet in any part of the world.
7. I agree that my contribution may be used without further consent in publicizing the work.
8. I hereby agree to waive all moral rights in the Intellectual Property Rights for any film/ video/ publication/resource produced by this project.
9. I declare that I have read and understand the information given on this form and that I will abide by the Terms & Conditions.
10. The information I have given is accurate to the best of my knowledge.

<p><b>Volunteer signature:</b></p> <p>.....</p> <p>Name:.....</p> <p>Date .....</p>	<p><b>Project Coordinator signature</b> <i>(On behalf of and with permission of project partners):</i></p> <p>.....</p> <p>Name.....</p> <p>Date .....</p>
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*(A signed copy with both signatures will be sent to you for your records and a copy with will kept by the this project as a record.)*

*If you have any questions, please get in touch and a member of our team will get back to you as soon as possible to help/ offer advice. Contact: [norma@nottinghamnewscentre.com](mailto:norma@nottinghamnewscentre.com) or [norma.gregory@blackcoalminers.com](mailto:norma.gregory@blackcoalminers.com)*

**Thank you!**

