

VOLUNTEER INFORMATION & APPLICATION



*Thank you for your interest in volunteering with the Museum of Human Disease.
This document will provide you with further information about the Museum, our programs,
and how you can be involved.*

ABOUT THE MUSEUM

The Museum of Human Disease is a pathology museum at The University of New South Wales. The Museum contains over 2,700 specimens which display diseased human tissue. The Museum plays a key role in the education of medical students at the university and also attracts over 12,000 external visitors each year to attend public programs, special events and exhibitions aimed at educating and promoting good health in the community.

The Outreach program at the Museum consists of structured 2 hour workshops on various health and disease issues.

These programs usually involve an introductory presentation and the chance to explore the fascinating Museum collection. Syllabus-linked worksheets or digital applications for HSC topics in Biology, Senior Science, and PDHPE are used to increase the educational value of the visit.

Members of the general public are welcome to attend these sessions but the vast majority of our visitors (>90%) are senior high school students. Other visitors include community and service groups.

THE ROLE OF VOLUNTEERS

Our volunteers are vital to the continued success of the Museum's programs. Volunteers perform a variety of roles, providing invaluable support to paid staff and enhancing the Museum experience for our visitors. The roles at the Museum are:

- **Museum Manager**
- **Volunteers**
- **Education Officers x 3**

The most important aspect of the volunteers' role is to help visitors interpret displays and exhibits by answering questions they may have about specific specimens or diseases.

Volunteers also assist by greeting visitors, supervising groups, compiling 'visitor packs', helping with mail-outs and occasionally assisting staff with booking enquiries during peak periods. There may also be opportunities to deliver introductory presentations and briefings to visitors, contribute to the design of educational resources and displays and other museum activities.

SKILLS AND ABILITIES REQUIRED

1. Ability to work as part of a team.
2. Good communication skills and an outgoing personality
3. Demonstrated interest and/or experience in one of the following: Anatomy, Pathology, Biology, Medicine, Medical Science, Nursing
4. Ability to commit to volunteer work on a regular basis.
5. Willingness to learn

NOTE: Child Protection Legislation requires Museum staff and volunteers to have **Working with Children Clearance**. This clearance is a legal requirement and is **free** for students and volunteer workers. It is extremely handy to have this clearance anyway as many organisations now require it. All information is at ...

<http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check/volunteers-and-students>

VOLUNTEER SHIFTS

A minimum commitment of **1.5 - 3 hours per fortnight is expected**. Most volunteer shifts are 90 minutes in duration yet occasionally can extend to 4 hours.

Volunteers book into the shifts they can do **IN ADVANCE** through our ‘**VolunteerLocal**’ booking system. This is accessed by going to

<http://museumofhumandisease.volunteerlocal.com/volunteer/?id=7114>

If you suddenly find you can't do your shift, you need to cancel through the same system.

We will always work with volunteers to ensure that you are able to balance this time with other commitments such as lectures, study, appointments, etc. The vast majority of visits are conducted on weekdays between 10:00am and 3:00pm. However, volunteers may also help with special events (exhibition launches etc) after hours, on weekends and off campus.

BENEFITS FOR VOLUNTEERS

- Development of health and science communication skills.
- Experience in public communication and interpretation of complex medical issues
- Attendance at social events, e.g. volunteer lunches and exhibitions.
- Opportunity to increase community awareness of health and disease issues.
- A written reference where required.
- Participation in training courses and ongoing professional development e.g. public speaking, interpersonal communication, resumes, interviews.

TRAINING

Soon after commencing as a volunteer you will be required to attend a training session which will introduce you to the activities and content of the museum, your role and techniques for communicating with school and general public audiences. This training will be carried out by Museum and Faculty of Medicine staff, experienced volunteers and experienced Medicine student volunteers. During your time as a volunteer there will be other opportunities provided for training in specific skills.

Volunteer Application Form



Surname: _____

First Name: _____ Mobile phone _____

Email address: (please print clearly) _____

Date of birth: _____

Address: _____

Town/suburb: _____ State: _____ Postcode _____

Emergency contact details (Please supply details for an emergency contact. This should be a responsible adult who, for example, can assist you to travel if necessary)

Name and relationship to you: _____

Address: _____

Town/suburb: _____ State: _____ Postcode _____

Telephone (B/H) _____ Telephone (Mobile) _____

Please list any limitations that may impact your role as a volunteer at the museum.

What is your area of study at the University **OR** what is your past experience / interest that makes you suitable as a volunteer? e.g. public speaking, nursing.

Signature _____ Date _____

Please email this form to diseasemuseum@unsw.edu.au or **fax to 9385 1747**. You can also drop your application at the Museum front desk. Our phone number is 9385 1522.