

**Norfolk Family History Society
NFHS Administration Volunteer Form**

NFHS Admin VOLUNTEER

Please print this form and fill it in, in CAPITALS, except for email address.

Name _____

City/Town of residence _____

Telephone No: _____

Email No: _____

Occupation: _____

Particular skills or experience: _____

(In the following sections please tick as appropriate)

A) Equipment/facilities available to you:
(Proficiency ratings 1-5 where 1 is novice and 5 is expert.)

- Word processor (rating ())
- PC (rating ())
- Scanner (rating ())
- Email (rating ())
- Fax (rating ())

(NB. Do not be deterred from offering to help if you have no electronic equipment as not all jobs require it.)

B) Would you be able to get to Kirby Hall:

- Regularly ()
- Occasionally ()
- Never ()

C) Are you willing to join the volunteers who staff Kirby Hall during opening hours ? Training will be given.

- Yes ()
- No ()

D) Time available per week:

- 1-2 Hours ()
- 2-5 Hours ()
- 5-10 Hours ()
- 10+ Hours ()