



# Volunteer Registration Form

## About HOUSE Biennial:

HOUSE Biennial will take place for the first time in 2017, based around the curatorial theme of *Excess*, with three new commissions presented in various locations across the city. Invited artist **Laura Ford** joins us for a unique commission at Brighton Museum & Art Gallery. For HOUSE Biennial, Ford will produce a series of new works featuring large scale sculptural works for the main exhibition space, alongside smaller works to be found within some of the museum's collections. HOUSE also continues to build on partnerships with **Outside In**, offering co-commissions for two artists this year, who are soon to be announced, at **Phoenix Brighton**. We continue to work with **Photoworks**, presenting a co-commission from selected artist **Natasha Caruana**, a lens-based artist exploring love, desire and health in the age of Excess; as well as a community arts project with local young people, working with **Brighton Table Tennis Club** and an events programme of film screenings and artist talks alongside the thematically curated elements. The new Biennial will include associate projects produced by **ONCA**, **Lighthouse**, **Ditchling Museum** and **Carousel**.

HOUSE, Brighton & Hove's contemporary arts festival, builds upon its previous work in partnership with Brighton Festival, and is delighted to announced major Arts Council England Support for its new festival. For the first time in 2017, HOUSE will extend its programme and move to October, where it becomes a biennial.

## DATES:

**HOUSE Biennial 2017** will run from **30 September — 5 November 2017**

Times vary according to venue:

Brighton Museum and Gallery, Pavilion Parade, Tuesday - Sunday, 10am - 5pm

The University of Brighton Gallery, Edward Street: Tuesday – Sunday, 10am – 5pm

Phoenix Gallery, Waterloo Place: Wednesday – Sunday, 11am – 5pm

ONCA, 14 St George's Place: Wednesday - Saturday 12pm - 6pm, Sunday 12pm - 4pm

**Volunteer Networking and Training Session:** Monday 18th Sept 5pm – 7pm (key chance to meet the artists and ask any questions prior to the festival; **must** be attended)

**Preview Evening:** 29<sup>th</sup> September

Plus HOUSE events TBC

**What does volunteering with HOUSE involve?**

Volunteer tasks/roles:

- To invigilate artworks at HOUSE Biennial venues
- To engage with the public about the exhibitions and HOUSE Biennial
- To ensure the security of all art works
- To conduct and collate audience feedback at all venues
- To assist with documentation
- To support the HOUSE team at launch events, talks and film screenings
- Where there is opportunity, to assist artists during installation

As a volunteer you will be working directly with the public, developing communication skills and sharing your thoughts and knowledge about the exhibitions that feature in HOUSE Biennial 2017. Volunteering will give you the opportunity to engage with a wide range of people and enhance your critical and interpretative skills.

Volunteers will never be alone at any site; you will always work alongside other volunteers, HOUSE or venue staff members. The volunteer co-ordinator and HOUSE staff will be contactable at all times. We hope that you can help with as much time as you have available (a minimum of 3 shifts - during the festival period). In return you will gain experience, new contacts, and references will be available on request.

## What will you get out of it?

This project offers the opportunity to:

- Meet like-minded people and create new networks
- Learn transferable skills in events organisation
- Meet commissioned artists and hear about their work
- Gain first-hand experience of the day to day running of arts festivals and events
- Play a key part in an exciting and high quality visual arts event showcasing both the artists' projects and the city of Brighton & Hove as a must-visit arts and cultural destination

## You will receive:

- A volunteer handbook provided in advance of your shifts with an overview of the festival, key contacts, venue information and maps
- An accessible rota with your allocated shifts included
- A volunteer badge
- A letter of reference
- 1 free ticket to a HOUSE 2017 event

We will run a networking and training session for all volunteers to meet each other, HOUSE staff members and HOUSE Biennial commissioned artists before the festival begins. This session **must** be attended, as it will set the foundation for the festival, giving you the opportunity to ask questions and gain more insight and information before starting your volunteering.

## Eligibility:

For this project you will need to be **over 18 years old** and able to commit to a minimum of **3 x 3 ½ hour shifts** during the festival period.

## Interested?

Please fill in the registration form below; we look forward to working with you on this exciting project. You will receive an information pack with more details once you have completed the Volunteer Induction Session.

# Registration Form

## Your Contact Details (FOR OFFICE USE ONLY)

Name:	Tel / Mobile:
Address:	Email:

## Availability:

Please confirm you are available to attend the following volunteer training event

Volunteer Networking and Training Session	Monday 18 September (5pm – 7pm)
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We ask volunteers to commit to a minimum of **3 shifts** during the festival period. Would you be available to do this? **YES/NO**

## Please indicate which days you would be available to volunteer during the festival:

(Please mark **x** in the boxes of dates you are available. NB: a larger volume of shifts are available Thursday – Sunday).

## October/November 2017

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					30 Sept	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1 Nov	2	3	4	5

## Information About You

(This information is for us to get to know more about you. Please feel free to write as much or as little

as you are comfortable with).

**What do you do currently?**

**Why would you like to volunteer for HOUSE Biennial 2017?**

**What previous experience, if any, do you have working with the public?**

**How did you hear about HOUSE? (please mark with x)**

Arts Jobs

AN The Artists Information Company

Email from university

Volunteer recruitment message board

HOUSE website

Facebook

Twitter

Referred by a friend

Poster/leaflet (where did you see it?)

Advertisement (where did you see it?)

Other (please give details)

**Emergency Contact Details:**

(for use during the festival)

<b>Emergency Contact Name:</b>
<b>Relationship to you:</b>
<b>Emergency Contact telephone number:</b>

**Health**

**Do you have any allergies? If so what?**

**Do you suffer, or have you suffered from** any conditions which might have a sudden affect on your health/well-being or that you think might be useful for us to know about? (please give details)

**Please return this form via email to:** [housebiennialvolunteers@gmail.com](mailto:housebiennialvolunteers@gmail.com)

**Deadline for receipt of applications: 15th September 2017**

**CONFIDENTIALITY:** The information on this form will be held on computer on our volunteers database and will be subject to the provisions of the Data Protection Act 1998. It will only be used for the purposes of recruiting and contacting volunteers for HOUSE. Your contact details will not be used for any other purpose.