



MELBOURNE FOOTBALL CLUB
2013 VOLUNTEER AVAILABILITY FORM

Title:	Given name:	Surname:
Postal Address		
Suburb:	State:	Postcode:
Home contacts:	Telephone:	
	(Email):	
Business contacts:	Telephone:	
	(Email):	
Mobile Phone:		

When is the best time to contact you (please tick the relevant box/s)

- | Mobile | Home | Work |
|--|--|---|
| <input type="checkbox"/> 9 a.m. to 8.30 p.m. | <input type="checkbox"/> 9 a.m. to 8.30 p.m. | <input type="checkbox"/> 9 a.m. to 5 p.m. |
| <input type="checkbox"/> Never | <input type="checkbox"/> Never | <input type="checkbox"/> Never |
| <input type="checkbox"/> Other..... | <input type="checkbox"/> Other..... | <input type="checkbox"/> Other..... |

What is your preferred email address (please tick the relevant box)

- Home email Business email

In order to reduce our costs, we're hoping to communicate with our volunteer network via email as much as possible. If you *don't* have an email address please provide an email address below of a friend/relative/fellow MFC volunteer or supporter who would be able to receive emails from us on your behalf and that would pass on a copy of the email/information to you.

Friend/relative/fellow MFC volunteer or supporter Email Address:.....

Family Day is on the Saturday 23rd February 2013 at Luna Park. Volunteer assistance at Luna Park is very limited but there may be assistance requested for Raffle Tickets sellers and also Show bag packers prior to the day. Anyone who has ticked assisting at Family Day or Show bag packing on this form please return your Availability Form by 8th February 2013. You will need a VIT card or Working with Children Check Card (see over). We will advise the Club to confirm with you the week before Family Day, if you are required to assist.

For all other activities please return your 2013 Availability Form by 8th March 2013 so that we can contact you to assist the Melbourne Football Club when opportunities that you have indicated arise. In 2013 we will again only be contacting those Volunteers who have returned their 2013 Availability Forms.

Please return completed pages 1 to 4 to: " Melbourne Football Club Volunteers"
c/- PO Box 198
Diamond Creek Victoria 3089

Please **tick** the boxes that you would be interested in providing Voluntary assistance to the Melbourne Football Club

Membership Assistance (e.g. scarf redemption)

- MCG Day
- MCG Night
- Team Co-ordinator
-

Events (assisting)

- # 23/02/2013 Family Day (Luna Park)**
(please tick exact days of availability below)
(# - Need VIT card or Working with Children Check card)
- Show bags (indicate days below)
* Mon 18/02/13 * Tue 19/02/13 * Wed 20/02/13
* Thurs 21/02/13 * Fri 22/02/13
- # Childrens' Clinics (same requirement as Family Day)
- Other Events
- Team Co-ordinator

Raffle Tickets (selling)

- Dudley's Raffle
- Other Raffles
- Team Co-ordinator
-

General Assistance

- Cheersquad – run through
- Badge making
- Face Painting
- Casey Demons - Functions
- Interstate
Indicate State.....
- Group
Indicate Group.....

Telephone Call Centre (making calls)

Monday Tuesday Wednesday Thursday Friday
(Please tick days you are generally available)

- From 10 a.m. to 4 p.m.
- From 6 p.m. to 8.30 p.m.

Merchandise (Demon Shop)

Monday Tuesday Wednesday Thursday Friday
(Please tick days you are generally available)

- From 10 a.m. to 4 p.m.

Administration in MFC

Monday Tuesday Wednesday Thursday Friday
(Please tick days you are generally available)

- From 10 a.m. to 4 p.m.
- From 6 p.m. to 8.30 p.m.
- Ms Word
- Ms Excel
- MS Word mail merging
- Mail outs
- Routine tasks
- Data Entry
- Team Co-ordinator

ALL Melbourne Volunteers are required to have a "Working with Children Check Card or VIT Card" which must be carried with you at all times. (Refer to Volunteers Section on the Melbourne Football Club Website.

Please advise your "Working with Children Check Card/VIT card No.

VIT Card No.....Working with Children Check Card No.....

Please tick the box if you do not have either of these cards