

Museum Victoria Work Experience (Secondary Student) Application



Please complete this application and post to:

**Vocational Education Coordinator
Museum Victoria
GPO Box 666
Melbourne 3001**

The deadline for 2012 work experience applications is 31st October 2011

Please ensure that you attach a recent résumé and relevant information that may support your application. Make sure that all sections are completed. Incomplete applications will not be considered. All correspondence with student applicants and their school W.E. Coordinators will initially be by email and phone so it is important that this information is included and accurate. Please note that students must be at least 15 years of age at commencement of their Work Experience.

Please note: the number of applications for Secondary Work Experience far exceeds the number we can accept each year. Therefore, we strongly advise that students explore other work experience opportunities in addition to their Museum Victoria placement. There is no payment for Work Experience at Museum Victoria venues.

Application Information (Student to Complete)

Student Name:

Home Address:

Home Phone Number:

Student Mobile Number:

Student Email Address:

Year Level in 2012:

Date of Birth: / /

If you do not turn 15 until 2012, please state which month:

Are you of Aboriginal or Torres Strait Islander descent?

No

Yes

If Yes do you identify as:

Aboriginal	<input type="checkbox"/>
Torres Strait Islander	<input type="checkbox"/>
Both	<input type="checkbox"/>

Please number your preferred Museum Victoria venue 1, 2 and 3 in order of preference with 1 indicating your first preference (Please note: work experience applications and administration for all venues are centralised through the Museum Victoria Vocational Education Coordinators (address as above))

Melbourne Museum

Scienceworks

Immigration Museum

Preferred Dates for Work Experience: / / to / /

(Please note: It is unlikely that all requests for specific dates and venue will be successful- you may be offered alternative dates or venue. Please note that only five days of work experience are offered at Museum Victoria)

SCHOOL INFORMATION

School Name:

Phone Number:

Address:

Name of Work Experience Coordinator:

W.E. Coordinator Phone Number:

Mobile Phone Number:

Email Address:

General Information (Student to Complete)

Have you completed Work Experience with Museum Victoria before?

Yes No

If yes, when? / / to / /

What will be your course of study at time of Work Experience ? (eg. Yr 10, VCE, VCAL):

What are your particular areas of interest that are relevant to work experience at Museum Victoria?

Work Experience Statement (Student to Complete)

Please attach a 250 (approx) word statement explaining why you want to complete your Work Experience at either Melbourne Museum, Scienceworks or the Immigration Museum.

Please type or write neatly and clearly. If it is unable to be read your application will be discounted.

School Information (Work Experience Coordinator to complete)

Has your school applied for Work Experience with Museum Victoria before?

Yes No

Has your school been successful in placing a student with Museum Victoria before?

Yes No

Teacher comments / recommendation of nominated student (can be a teacher other than the Work Experience Coordinator):

Teacher Signature: _____

Date: ____/____/____

Before posting this form to address below please check that you have included the following:

Completed form

Work Experience Statement

Teacher Comments

Thank you for completing this form.

The form should be returned via post to:

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