

Call for volunteers at the ICOM General Conference in Prague 2022

Join the ICOM Secretariat and experience the first hybrid international conference for museums and heritage professionals

The Secretariat of the International Council of Museums (ICOM) is looking for up to 25 volunteers to support its 26th General Conference, a hybrid event which will take place in Prague in August 2022 and will bring together more than 4000 professionals from the museums and heritage sector. ICOM is launching a call for volunteers, please see below for more information on how to apply.

About ICOM

The International Council of Museums (ICOM) is an international organisation of museums and museum professionals committed to the research, conservation, continuation, and communication to society of the world's natural and cultural heritage, present and future, tangible, and intangible. It provides museums and museum professionals with national, regional, and international platforms of dialogue and exchange of ethical standards and innovative practices. Today, ICOM is a worldwide network made up of more than 49,000 members representing 142 countries and territories, grouped in 118 National Committees. It also fosters six Regional Alliances and 32 International Committees dedicated to various museum specialties.

About the ICOM General Conference and Prague 2022

Since 1948, every three years, ICOM gathers the international museum community around a key theme to facilitate cultural exchange, to promote international cooperation and to inspire local actions in order to allow museums to continue their service mission to society. More than 4000 participants from approximately 140 countries and regions around the world come together to attend debates, roundtables, panels, networking events and cultural activities.



The 26th ICOM General Conference, which will be held in Prague from 20th to 28th August 2022, will be a **hybrid event**, allowing delegates to attend it either in-person or digitally. The theme of ICOM Prague 2022 is *The Power of Museums*, and will examine the **strength, position, and capacity of museums** to build a free, democratic and educated society; their response to 21st century challenges and issues; and their ability to cope with the social and economic impact of the COVID-19 pandemic.

For more information:

<https://icom.museum/en/> <https://prague2022.icom.museum/>

Why become an ICOM General Conference, Prague 2022 volunteer?

Would you like to get involved and find out more about the cultural events’ field while meeting professionals from all over the world? If you are interested in the museum sector and would like to have a multicultural professional experience with opportunities to learn and meet new people, why not volunteer and participate in an international conference!



The testimony of Minamo Akiyama, volunteer at ICOM Kyoto 2019

“The volunteer opportunity at ICOM Kyoto 2019 was a life-changing experience for me. All of my volunteer tasks during the week were great learning opportunities, surrounded by museum enthusiasts from all over the world.

I believe that the outcome of volunteer experience at the ICOM General Conference varies depending on your skills and interests.

In my case, I was happy to help the organisation of the conference with my communication skills.

Working at different events and venues, I could witness the international discussions on the subjects that I was studying in museology courses at the university.

The most wonderful thing is that I have met a lot of people through the conference and I am still in touch and collaborating with them today.



I am sure you will have your own unforgettable volunteer experience at ICOM Prague 2022, as I did in Kyoto!”

Minamo Akiyama
Volunteer at ICOM Kyoto 2019 and current intern at ICOM Secretariat
MA Student in Sustainable Heritage Management at Aarhus University

What does volunteering for ICOM Prague 2022 entail?

ICOM Prague 2022 is looking for volunteers to help with the conference organisation, from setting up to running the event. Depending on your profile, the organiser will assign you the role that best suits you.

The selected volunteers will be given roles including, but not limited to, the following:

- Assisting with organising keynote speeches, panels, roundtables
- Assisting with running the statutory meetings
- Supporting ICOM Prague 2022 as facilitators, assisting the attendees

The daily commitment required is 7 hours per day

Benefits of volunteering at the ICOM General Conference, Prague 2022

Volunteers will receive:

- Certificate of attendance
- Staff badge with access to all conference activities
- ICOM Prague 2022 T-shirt and conference merchandise
- Lunch
- Public transport tickets
- Access to digital content of the conference on demand for 3 months
- Access to partner hostels for your cheap but comfortable stay in Prague

Please note that ICOM does not cover the cost of travel to Prague or accommodation.

How to apply

To apply, please send in the following documents in PDF to Conference@icom.museum by **08/05/2022 (00:00 CET)**:

- CV (compulsory)
- “Call for volunteers at ICOM Prague 2022 – Questionnaire” (compulsory)
- One-minute presentation video in which you introduce yourself and explain why you would like to be a volunteer in English, and additionally also in either Czech, Spanish or French. The video can be easily recorded and sent via [Loom](#) (optional)

Requirements for participation

- Proficient in English. Knowledge of French and/or Spanish will be a plus
- Available to attend the event in Prague
- Attendance at the mandatory training which will take place before the conference
- You must be over 18 years of age.
- You must be available from 21 to 24 August 2022

Safety measures

The Organizer will follow all up-to-date rules given by the Czech government and will regularly inform participants about any changes through the Conference website and Conference social media.

The Participant should regularly inform him/herself about the requirements and restrictions put in place by the Czech government to attend the Event.

COVID-19 safety rules (updated information <https://koronavirus.mzcr.cz/en/> and : <https://covid.gov.cz/en/measures>

As of 09/03/ 2022

*It is always mandatory to **wear a respirator** without an exhalation valve min. class FFP2 (KN95 / N95) for cultural event.*

Recognition of vaccinations certificates from other countries

Holders of one of the following types of certificates can in the vast majority of cases come to the Czech Republic without a test and without undergoing self-insulation, only with an arrival form

1. EU COVID digital certificate

The EU COVID digital certificate is available to all: it includes data on vaccination, testing and treatment of COVID-19,

- *is free and available in all EU languages, always in English,*
- *is available in digital and paper form,*
- *is secure and contains a digitally signed QR code.*

The EU COVID digital certificate of vaccination is a certificate issued by all EU countries, Iceland, Liechtenstein, Norway, San Marino, Switzerland and the Vatican since 1 July.

Which countries issue the certificate:

- EU
- Iceland
- Lichtenstein
- Norway
- San Marino
- Switzerland
- Vatican

Certificate validity conditions

At least 14 days after full vaccination, regardless of vaccine

2. Third country certificates that have been recognized as equivalent to the EU COVID digital certificate

You can find which countries issue the certificate here <https://koronavirus.mzcr.cz/en/>

Certificate validity conditions

at least 14 days have elapsed since full vaccination

vaccination has been carried out with a recognized vaccine (see below)

3. Recognized remotely verifiable certificates from other countries

You can find which countries issue the certificate here <https://koronavirus.mzcr.cz/en/>

Certificate validity conditions

- at least 14 days have passed since the fully completed vaccination²
- vaccination has been carried out with a recognized vaccine (see below)
- it must be a written certificate issued at least in English by an authorized body operating in a third country and contain details of the person vaccinated, the type of vaccine administered, the date of vaccine administration, identification of the body that issued the certificate

Recognized vaccines

- Vaxzevria vaccine (formerly AstraZeneca)
- Spikevax vaccine (formerly Moderna)
- Comirnaty vaccine (manufactured by Pfizer / BioNTech)
- Janssen vaccine (manufactured by Janssen Pharmaceutical)

The Participant acknowledges that he/she has read these [Safety Measures policy](#) of the general conference, and in particular in relation to COVID-19, and accepts it.

Call for volunteers at ICOM Prague 2022

Questionnaire

Name and surname
Email address -
Phone number

Q.1

Please introduce yourself briefly (100 words).

Q.2 What are your top 5 skills? (Please number in order)

- | | | |
|--|--|--|
| <input type="checkbox"/> Organisation | <input type="checkbox"/> Web and IT | <input type="checkbox"/> Coordination |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Mediator | <input type="checkbox"/> Positive Thinking |
| <input type="checkbox"/> Multilingualism | <input type="checkbox"/> Creativity | <input type="checkbox"/> Adaptability |
| <input type="checkbox"/> Writing and editing | <input type="checkbox"/> Judgment & Decisions making | |

Q.3 What do you expect to learn from this experience? (100 words).

Information regarding the General Data Protection Regulation (GDPR)

All personal information is required to submit this application form. You may decline to provide your personal data. In this case, however, you will not be able to submit your application form in a correct and valid manner.

The International Council of Museums (ICOM), as the data processing controller, only collects and uses the personal data necessary for the call for volunteers and the process of selecting volunteers for the 26th ICOM General Conference, held in Prague (Czech Republic) from the 21 to 25 August 2022. Through this application form, your personal data will be accessible to the ICOM Secretariat as well ICOM Czech Republic and Garant International spol. s.r.o as part of the administrative management of volunteers.

Your personal data will not be shared with any other third party and will only be kept as long as necessary for the purposes related to the process of selecting volunteers and their management during the General Conference (i.e. at the end of the last day of the 26th ICOM General Conference).

In accordance with the GDPR, you have a right to access, modify, rectify and delete data that you accepted to share. Under certain circumstances, by law you have also the right to:

- *define directives concerning the management of your personal information after your death;*
- *object, in whole or in part, to the processing of your personal information;*
- *request the limitation of the processing of your personal information;*
- *request the portability, where applicable, of your personal information;*

You may exercise these rights by contacting us by email at rgpd@icom.museum, or by post at ICOM (DPO), 15 rue Lasson, 75012 Paris, France.

You also have a right to file a complaint with the French supervisory authority (CNIL, Commission nationale de l'informatique et des libertés) or any other competent supervisory authority located in an EU-Member State, in the event of a breach of the regulation that applies concerning the data protection.

For more information about our privacy practices, we invite you to read our Privacy Policy, by clicking [here](#).

If you have questions, suggestions, or wish to make a complaint, you can contact us by email at rgpd@icom.museum, or by post mail at ICOM (DPO), 15 rue Lasson, 75012 Paris, France.

By signing the application form, I acknowledge that I have read and understood the information provided in this form and the GDPR and agree that the information entered may be used for the purposes specified.

Signature	Date
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