

志愿者申请表

Volunteer Application Form

国际人才发现与发展学院 (IATDD)

International Academy for Talent Discovery and Development (IATDD) — RNA W922023771

学院志愿者主要面向具有中法、中英、中日等双语翻译能力的人才，以及在文学、音乐、舞蹈、绘画等领域具备培训或教学水平的人才；其他符合学院需要的技能型人才亦可申请。志愿者参与学院的文化交流、考察活动与人才指导等志愿服务。请填写本表并签名，连同随附材料发送至：liugan995@gmail.com

The Academy's volunteer programme is aimed mainly at people with bilingual translation skills (Chinese–French, Chinese–English, Chinese–Japanese, etc.) and at people qualified to train or teach in literature, music, dance, painting and related fields; other skilled people who meet the Academy's needs are also welcome to apply. Volunteers take part in the Academy's cultural exchanges, study visits and mentoring activities. Please complete and sign this form and send it with the attachments to: liugan995@gmail.com

一、个人信息

1. Personal information

中文姓名 Name in Chinese (if applicable)	
外文姓名 (与护照一致) Full name (as in passport)	
出生日期 Date of birth	
居住国家及城市 Country and city of residence	
通讯地址 Postal address	
电子邮箱 Email	
电话 Phone	
职业及工作单位 Occupation and institution	
语言能力 Languages	

二、志愿服务方向 (可多选)

2. Areas of volunteering (tick all that apply)

- ☐ 翻译 语言组合: ☐ 中→法 ☐ 法→中 ☐ 中→英 ☐ 英→中 ☐ 中→日 ☐ 日→中 ☐ 其他: _____
Translation — language pairs: ☐ ZH→FR ☐ FR→ZH ☐ ZH→EN ☐ EN→ZH ☐ ZH→JA ☐ JA→ZH ☐ Other: _____
- ☐ 艺术培训与教学 领域: ☐ 文学 ☐ 音乐 ☐ 舞蹈 ☐ 绘画 ☐ 其他: _____
Arts training and teaching — field: ☐ Literature ☐ Music ☐ Dance ☐ Painting ☐ Other: _____
- ☐ 文化交流与考察活动
Cultural exchanges and study visits
- ☐ 人才指导
Mentoring of talents
- ☐ 其他: _____
Other: _____

外语水平及证书 Language level and certificates	
教学或培训经历 Teaching or training experience	

三、可服务时间与地点

3. Availability

每月可投入时间 <i>Hours available per month</i>	
可服务地点（线上 / 巴黎大区 / 其他城市或国家） <i>Location (online / Paris region / other city or country)</i>	
可开始服务日期 <i>Available from</i>	

四、相关经历

4. Relevant experience

时间 <i>Period</i>	机构 / 项目 <i>Organisation / project</i>	内容 <i>Description</i>

随附材料: ☐ 个人简历 ☐ 语言或专业证书 ☐ 译作或作品样本 ☐ 身份证件复印件（仅用于身份核实）

Attachments: ☐ CV ☐ Language or professional certificates ☐ Translation or work samples ☐ Copy of identity document (for identity verification only)

五、志愿者会员

5. Volunteer membership

☐ 本人申请同时登记为志愿者会员（免会费）

I also apply to be registered as a volunteer member (no fee)

每个财政年度至少参加一次志愿服务，即保持免费会员资格；连续两个财政年度未参加的，经书面通知后转为普通会员。

Volunteer membership remains free as long as the member takes part in at least one volunteer activity per financial year; after two consecutive years without any volunteer activity, it becomes an annual membership following written notice.

六、申请人声明与承诺

6. Applicant's declaration and undertaking

本人签署本申请表，即作出以下声明与承诺，构成本人的个人诚信承诺：

By signing this form, I make the following declaration and undertaking, which constitutes my personal commitment of integrity:

1. 本人已阅读并同意学院章程及《会员与志愿者管理规则》；

I have read and accept the statutes of the Academy and its Membership and Volunteer Rules;

2. 志愿服务出于自愿、无偿，不构成劳动关系，本人不就志愿服务领取报酬；

my volunteering is voluntary and unpaid, does not create an employment relationship, and I will receive no remuneration for it;

3. 经学院事先批准、因志愿服务实际发生的交通、住宿、餐饮等费用，凭有效票据按学院财务规则报销，学院不发放固定补贴；

travel, accommodation, meal and similar expenses actually incurred for volunteering and approved in advance by the Academy are reimbursed against valid receipts under the Academy's financial rules; no flat-rate allowance is paid;

4. 对服务中知悉的学院及相关人员的非公开信息保密；

I will keep confidential any non-public information about the Academy and the people concerned that I learn during my service;

5. 本人在志愿服务中完成的翻译、文稿、图片、音像等成果，授予学院非独家、免费、不限期限的使用许可，用于学院非营利目的，本人保留署名权；学院如拟将成果用于商业出版，或交由第三方（包括合作出版机构）使用，须另行取得本人书面同意并约定报酬；
I grant the Academy a non-exclusive, free and perpetual licence to use the translations, texts, images, audio-visual and other works I produce as a volunteer, for the Academy's non-profit purposes, while retaining my right to be credited; any commercial publication of these works, or their use by a third party (including a partner publisher), requires my separate written consent and an agreed remuneration;
6. 遵守学院的安全指示，不得擅自扩大书面任务确认的服务范围；如服务涉及未成年人，配合学院依法进行的相关核查；
I will follow the Academy's safety instructions and stay within the scope of each written assignment; where my service involves minors, I will cooperate with any checks lawfully required by the Academy;
7. 志愿服务中发生人身伤害或财产损失的，在 48 小时内报告学院并配合保险理赔；使用自有车辆执行任务的，确认本人车辆保险覆盖该用途；在法国境外服务的，持有覆盖服务所在地的医疗或旅行保险；
I will report any injury or damage occurring during my service to the Academy within 48 hours and cooperate with the insurance claim; if I use my own vehicle for an assignment, I will make sure my car insurance covers this use; for service outside France, I will hold medical or travel insurance valid in the place of service;
8. 所提供信息及材料真实；本人可随时退出志愿服务，但应尽量提前告知；学院亦可在必要时终止志愿服务安排。
the information and documents I provide are true; I may stop volunteering at any time, giving notice where possible, and the Academy may also end a volunteer assignment when necessary.

个人信息保护

Data protection

学院作为数据控制者，依据欧盟《通用数据保护条例》（RGPD/GDPR），仅为志愿者管理及志愿服务安排之目的处理本表信息。信息仅限学院内部经授权人员查阅，不出售或提供给第三方；在相关关系终止后保存三年，会计凭证按法定期限保存。您享有查阅、更正、删除、限制处理、反对处理及数据可携带的权利，可发送邮件至_____行使上述权利，亦可向法国国家信息与自由委员会（CNIL）投诉。

The Academy, as data controller, processes the information in this form in accordance with the EU General Data Protection Regulation (GDPR) solely for the purposes of volunteer management and the organisation of volunteer activities. The information is accessible only to authorised persons within the Academy and is never sold or disclosed to third parties. It is kept for three years after the relationship ends; accounting records are kept for the period required by law. You have the right to access, rectify and erase your data, to restrict or object to its processing, and to data portability. To exercise these rights, write to _____. You may also lodge a complaint with the French data protection authority (CNIL).

- ☐ 本人同意学院为上述目的处理本人信息（必选）

I consent to the processing of my personal data for the above purposes (required)

- ☐ 本人同意在学院官网公开本人姓名、专业领域及经审核的作品（可选）

I agree that my name, field and approved works may be published on the Academy's website (optional)

- ☐ 本人同意接收学院通讯（可选）

I agree to receive the Academy's newsletter (optional)

申请人签名：_____ 日期：_____

Applicant's signature: _____ Date: _____

以下由学院填写

For official use only

收件日期 <i>Date received</i>	
审核意见 <i>Review comments</i>	
执行局批准日期 <i>Date of Bureau approval</i>	
志愿者编号 <i>Volunteer number</i>	
是否登记为志愿者会员 <i>Registered as volunteer member</i>	
经办人签字 <i>Handled by (signature)</i>	