

WATERLOO UNCOVERED 2019

Waterloo Uncovered (WU) is a registered charity. It was established in 2015 (the Battle of Waterloo's bicentenary year) to conduct the first ever major archaeological excavation of the Waterloo Battlefield, Belgium, and to support the military community.

Each year, we conduct a two-week excavation at Waterloo, and invite a number of serving personnel and veterans (SPV) to take part.

The next dig will take place in Belgium from **Saturday 6 to Saturday 20 July 2019, and WU are looking for serving personnel and veterans to take part.**

- **No prior archaeological experience is needed.** We will teach you everything on site. Our archaeologists are some of the best in Europe and make up half of the team.
- **There is a role for everyone no matter what your interest, injury or ability.** From the outdoor physical work of excavation to more relaxed photography or finds processing; whether working as part of a team or more independently, it will be to a plan and not an unreasonable deadline. If you want to give something a go we'll find a way to let you try it.
- **It's interesting, fun and rewarding,** which can do wonders for you and your well-being. It has proven popular with those with service-related mental health conditions and offers a window into the non-military world that could inspire your future.
- **Our work at Waterloo is academically internationally important.** It will be seen by the public, published in books and journals and taught in universities.
- **You will be picked up from and brought back to London,** by minibus and ferry.
- **Accommodation is in a 3* hotel** with facilities to manage individual needs.
- **The team will consist of archaeologists, students, veterans and serving military personnel.** We will be approximately 70 in total with 40 from the UK. At least 25 of the team will be military or ex-military personnel.
- **Costs are minimal.** We will pay for your travel, accommodation, food and archaeological equipment. You will need only to come equipped with suitable outdoor clothing, and enough money to cover your food on the ferry to and from France, your lunch on the middle weekend (Saturday and Sunday), and such discretionary purchases as alcohol, toiletries, etc.
- **We run a sponsored reading event** during the two week excavation and will ask for your help to raise funds for it. Participation in the event is not mandatory, but previous participants have always enjoyed it.

Waterloo Uncovered is open to all current and former service personnel (reservist or regular). We welcome applications from all ranks, units or trades, and do not discriminate on the grounds of age, gender, sexuality, ethnicity, disability, experience, or motivation - if you are interested then we would like to hear from you. Whilst a key focus of the charity is assistance to those who are wounded, injured, or sick (whatever the cause and whether or not it happened in service), we do not exclude those who are fully fit.

Finally, if you need the assistance of a carer to join the project, than we can also accommodate them - please let us know in your application and we will discuss at interview stage. If you have any questions about carers before returning this form, feel free to contact us on apply@waterloouncovered.com.

APPLICATION PROCESS 2019

To apply, please fill this PDF application form and send it to: apply@waterloouncovered.com. You might find you need to download Adobe Acrobat Reader (a free software available at <https://get.adobe.com/uk/reader/>).

THE DEADLINE FOR APPLICATION IS MIDNIGHT, THURSDAY 28 FEBRUARY 2019. Places are limited and sadly we will be unable to accept applications received after the deadline. All applicants and/or chain of command will be emailed by Thursday 7 March to confirm the status of the application. Successful applicants will be invited to participate in a Skype interview in March. Final decisions on participation made no later than Wednesday 27 March.

Please provide as much detail as possible. All applicant information will be kept confidential and treated in accordance with the Data Protection Act, the General Data Protection Regulation, and Waterloo Uncovered's Data Protection Policy. Waterloo Uncovered will delete your information after a maximum of 12 months after our last contact with you.

If you are a carer wishing to accompany an applicant please complete a Serving Personnel Application Form for the applicant and email to request a Carers Application Form for yourself.

We look forward to hearing from you.

GENERAL INFORMATION

Applicant First Name**Gender****Applicant Last Name****Nationality****Date of birth****Passport expiry date** (N/A if no passport)**Postal address****Phone number** (if more than one please indicate the best to use)**Email address**

If you are a returning applicant (i.e. you have attended a Waterloo Uncovered excavation before), please fill this application form as well as a Returning Applicant form (which you can find on www.waterloouncovered.com/apply/).

If you have applied to WU before but have not attended any of our excavations, just fill and return this application form.

Next of kin

Full Name:

Relationship:

Mobile/telephone number:

Address:

If you are filling in this form on behalf of the applicant

If you are filling this application in on behalf of the applicant, please provide your name & contact details.

Will you be joining the applicant on the trip as a carer?

Yes

No

If YES please email to request a Carers Application Form for yourself.

If your contact information changes at any point, please let us know as soon as possible.

MILITARY INFORMATION

Service number	Army	Navy	Air Force
Regiment/Arm/Corps/Unit/Branch			
Rank	Role/Trade		
Specialist qualifications (eg. first aid or plant machinery)			
Date of enlistment			
Brief summary of military career			

MEDICAL & WELL-BEING INFORMATION

Please be as honest as possible in your answers, and as open as you feel comfortable with - WU approaches candidates with a can-do attitude, and the questions below are here to help the WU staff and well-being team understand your needs and provide you with better support. Your information is confidential and will only be accessed by WU's staff and well-being team.

Have you had an injury or sickness (in service or otherwise) that has impacted your quality of life?	Yes	No
Was the injury or sickness in or during service?	Yes	No
Was it on operations?	Yes	No

Please provide details of your current (and if relevant, past) physical health. For example: symptoms or formal diagnosis, treatment, medication, operations planned, awaiting specialist opinion... Please include dates.

Please provide details of your current (and if relevant, past) mental health. For example: symptoms or formal diagnosis, treatment, therapies, medication, awaiting specialist opinion... Please include dates.

Are you off sick? Yes No If so how long?

Do you have any allergies? (Including any food allergies)

Do you drink alcohol in excess of state recommended guidelines (i.e. more than 14 units/week)?

What is your employment situation?

Regular / Reserves (FTRS) / Other:

If struggling, would you like help with this? Yes No

What is your relationship status?

Single | Married | Stable relationship | Separated or divorced

Any outstanding police involvement, charges or convictions?

To best support you, please tell us anything additional you think we ought to know?

WU will use your information in order to run its application process and beneficiary support programme. WU will keep your data in order to better evaluate their work, keep in contact where we believe it is relevant, and may use anonymised data for research purposes. By ticking this box, you agree to those terms. For more information you can contact WU at info@waterloouncovered.com.

NB. Honest and full completion will not affect your ability to go on the dig but will help staff understand your needs and provide you with the best support.

PROJECT INFORMATION

Why you would like to come on the excavation? Please make sure to complete this section. There is no right answer, or minimum or maximum amount to write, but what you do write here is of real interest and help to us getting to know you.

Any previous archaeological experience?

Waterloo Uncovered looks to offer a number of benefits and tries to identify at least one in every successful application. There is no hierarchy when considering these benefits. Which of the below do you believe would benefit you? (You can tick more than one.)

Transitional support (are you finding it hard or are you about to start the move from military to civilian life)

Well-being (i.e. coping with the stresses of daily life, feeling positive, having a healthy outlook on life...)

Life skills (i.e. communication, socialising, confidence, working as part of a team...)

Educational support (improving literacy, numeracy...)

Educational opportunity (for instance, considering new qualifications of further education)

Vocational support (an opportunity to learn new skills and experience work life.)

Vocational opportunity (are you looking for a career in archaeology, heritage, etc.)

Reducing social isolation (an opportunity to meet and work with like-minded people in a safe, friendly environment)

Non-clinical support for a mental health condition

Developing your knowledge of History and the Battle of Waterloo

Other?

What (if any) previous support or funding have you received from military charities?

How did you hear about Waterloo Uncovered?

ADDITIONAL INFORMATION

Do you need any help to set up Skype for a 30 minute interview with the WU team?	Yes	No
Do you possess a clean driving licence with category D1 minibus?	Yes	No
If YES would you be willing/able to drive a minibus?	Yes	No
Are there any court conditions or restrictions placed on you that affect your ability to attend or work on this project?	Yes	No

If YES please give details.

SUPPORT NETWORK INFORMATION

Information for units

- **Participating WIS will be 'on duty', as long as they have written chain of command approval** and the activity is designated as part of an individual recovery plan. ARC policy is that the decision and risk lies with the participant's CO, who will retain responsibility as Delivery Duty Holder.
 - **Duty of Care lies with Waterloo Uncovered.** Appropriate risk assessments will be conducted and provided for review on request.
 - **Units will be responsible for obtaining Diplomatic Clearance (DIPCLEAR) and Security Clearance where required.**
 - **Participation of service personnel in media events associated with the project will be at the discretion of their Units,** who will be asked to obtain appropriate clearance. This will include participation in the 'Reading to Remember' project, which is encouraged but not compulsory.
 - **T&S must be in accordance with JSP 752 and JSP 800 Vol. 5 and must be affordable. The POT code is 06r** (this code may change with policy and therefore must be monitored by the unit)
- **Non-WIS can participate at the discretion of their chain of command.**

In order to attend WU will require the details and signature of your Commanding Officer, and Medical or Personnel Recovery Officer for WIS.

Commanding Officer

Name

Rank

Unit

Signature

Date

Medical Officer or Personnel Recovery Officer

Name

Rank

Unit

Signature

Date

Please confirm the details of the best person from your organisation for WU to liaise with, with regard to your attendance on the trip, i.e. PRO, Welfare Officer, or 2ic.

Contact Full Name:

Organisation:

Role:

Phone number (if more than one please indicate the best to use)

Email address

Waterloo Uncovered might at some point contact this person to obtain additional details if required for the application process or to ensure participant welfare. This will only happen with prior explicit consent from the applicant.

Once this form is completed electronically, please save it and return it by email to apply@waterloouncovered.com. Then print the last page, and once it is signed return it either by post or scanned document. Our postal address is Waterloo Uncovered, Suite 411 Parkway House, Sheen Lane, London SW14 8LS