**Volunteer Application Form**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name:** |  | | **Title:** |  |
| Address: |  | | | |
| **Postcode:** |  | **D.O.B:** |  | |
| **Telephone(home):** |  | **Mobile:** |  | |
| **Email:** |  | | | |
| **Car Driver Yes/No** **Car Owner Yes/No**  If you have transport, would you be prepared to use it for the Volunteer Centre's work?  (Travelling expenses paid monthly) **Yes/No** | | | | |

|  |
| --- |
| **Emergency Contact Name & Telephone Number:**  **Has this person agreed to be your emergency contact? Yes/No** |
| **Relationship to you:** |

|  |  |
| --- | --- |
| **Which volunteering roles would you like to apply for/are you interested in?**  Please tick all relevant roles that you are interested in. | |
| **Befriending:** providing companionship in someone’s own home for a cup of tea and a chat. |  |
| **Shopping:** taking someone shopping or shopping from a list |  |
| **Reception and office work** |  |
| Tra **Transport:**   1. (1) **Driving and waiting** with someone going for an essential medical appointment 2. (2) **Minibus driving** – training providing 3. (3) **Escorting** someone on our ‘shop around’ service | (1)  (2)  (3) |
| **Practical Help:** small practical tasks (e.g. light gardening/DIY) |  |
| **Home from Hospital**: companionship & practical tasks for up to 6 weeks, for someone who has recently been discharged from hospital (e.g. shopping). |  |
| **Fundraising:** helping us raise funds for the centre so we can continue to support our community |  |
| **Other:** e.g. organising social events, assisting with publicity, committee work etc |  |

|  |
| --- |
| **What are your reasons for volunteering?**  **(e.g. to get involved in the community, to make new friends etc).** |
|  |

|  |
| --- |
| **To enable us to match you to the most appropriate area of voluntary work we would be grateful if you could outline any skills, interests, hobbies, work experience, travel, pets etc. that you have.** |
|  |

**Your availability:-**

|  |
| --- |
| **When would you most likely be available to do work for the Volunteer Centre?**  (Please note - this is not committing you to something regularly - it is just to help us when planning work cover. Please indicate days/times which are convenient for you)  **Days? Times?**  **Start Date (When will you be able to start volunteering?)** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Please indicate the expected frequency with which you might be available to volunteer during the day(s)/time(s) above.** | | | |
| **Weekly** | **Fortnightly** | **Monthly** | **At Short Notice** |
|  |  |  |  |

**Do you have any special requirements?**

|  |
| --- |
| **Please provide details of any special needs or relevant medical conditions.** This will not preclude you from volunteering – we support equal opportunities and encourage applicants from all communities - but will enable us to support you in any volunteering role. |
| Are you registered with a disability? |

**References**

|  |  |
| --- | --- |
| It is important that all our volunteers are reliable and honest. We therefore request two character referees. These should be people who have known you well for at least two years. If possible, at least one referee, should be an employer or someone who has supervised you in a ‘working’ capacity within a voluntary organisation or at school. Please do not list relatives as referees. | |
| **Referee 1** | **Referee 2** |
| Name | Name |
| **Address** | **Address** |
| **Email (preferred form of contact)** | **Email (preferred form of contact)** |
| **Relationship to you** | **Relationship to you** |

|  |  |
| --- | --- |
| If you choose to work with a service which is managed by New Mills Volunteer Centre which involves working with vulnerable adults, we may require criminal records checks. Do you give permission for us to carry out these Disclosure and Barring checks. **Yes/No**  **Do you have a current Enhanced DBS check? Yes/No**  **Disclosure number Issue date**  A criminal conviction should not prevent anyone from volunteering but it may mean that certain types of voluntary work will be inappropriate. This question is asked simply to ensure that no-one is placed in unsuitable work.  Have you ever been convicted, warned, reprimanded or cautioned for a criminal offence? **Yes/No**  **General Data Protection Regulations**  Information that we hold is **strictly confidential.** We do not pass on any personal data about you to outside organisations and/or individuals without your express personal consent.  Please confirm that you agree we may:  Keep basic information from this form on computer in order to support you as a volunteer **Yes/No**  Send you updates and more information about New Mills Volunteer Centre **Yes/No**  I understand that I can withdraw consent for you to keep my personal information at any time **Yes/No**  **Confidentiality Statement**  As a volunteer working with mainly vulnerable people who come to look on us as friends, you may be told things which are confidential. The New Mills & District Volunteer Centre has a very good reputation for respecting confidentiality, and wishes to maintain it.  Such information should not be discussed with anyone, either inside or outside the work environment, other than with the staff member that you work with in an appropriate private setting.  Do you agree to comply with this statement? **Yes/No**  **Training**  To keep all volunteers up to date with ways of offering help & responding to needs, various training sessions are offered.  Do you agree to take part in these training sessions? **Yes/No**  **I confirm that the details on my application form are correct and accurate.** | |
| **Signature:** |  |
| **Date:** |  |

|  |
| --- |
| **Where did you hear about volunteering with us?** |
|  |

**Thank you for your interest in volunteering with New Mills Volunteer Centre**