

Volunteer Application Form

PERSONAL DETAILS			
Title:	First Name:	Surname:	
Address:		Aged 16-25 years?	Yes / No
		Home Phone:	
E-mail:		Mobile:	

REFERENCES	
<p><i>Due to the nature of our work we need to ask two people you know to provide a reference for you. One person should be a professional e.g. doctor, teacher, employer etc and one personal reference from a friend, neighbour, etc but not family. Please note, we may contact your references before you are invited for in for an informal interview.</i></p>	
Name:	Address:
Capacity known in:	
Phone:	
E-mail:	
Name:	Address:
Capacity known in:	
Phone:	
E-mail:	
INFORMAL INTERVIEW	
<p><i>Please let us know what days and times you are likely to be available to discuss your application to become a volunteer.</i></p>	

This application form is available in large print upon request.

VOLUNTEERING OPPORTUNITIES

After looking through the list of the volunteering roles SAFE@LAST provides, please tick (✓) all those that you may be interested in. (Please note, this does not commit you to anything at this stage).

Helpline		Admin / Office duties		Baking	
Fundraising		Family Support		D.I.Y.	
Events		Media / Public Relations		Database	
Prevention / schools work		Volunteering Recruitment Support		Photography	
What else would you be interested in doing?					

VOLUNTARY ROLE EXPERIENCE

Please tell us about any volunteering roles you may have undertaken. Please start with your current most recent voluntary experience. It does not matter if you do not have any.

Role Title	Provider	Main Duties	Dates & Reason For Leaving

Please continue on additional sheet/s if necessary

ANYTHING ELSE YOU WOULD LIKE TO TELL US

Please tell us why you are interested in volunteering with SAFE@LAST and anything else you would like to tell us about your experience, skills and interests and if there is anything you need us to take into account to enable you to volunteer.

Please use an additional page if needed.

Safeguarding

SAFE@LAST is able to require prospective employees and volunteers to disclose all convictions, including 'spent' convictions as the work is covered by the Exemption Order of 1975 relating to Section 4 (2) and section 4 (3b) of the Rehabilitation of Offenders Act (1975). The basis of this exemption is that employees and volunteers have access to 'vulnerable groups'.

Please give details of any criminal convictions or cautions on the form enclosed and seal it in an envelope marked 'additional confidential information' and return it with your application form. All information will be held in strict confidence. All offers of employment or volunteering opportunities will be subject to the outcome of an enhanced check with the Criminal Records Bureau. Convictions or cautions do not necessarily preclude acceptance as an employee or volunteer.

Applicant's signature: _____ **Date:** _____

Parent/guardian's signature: _____
(if under 16 years old)

Please return completed applications to:

*Volunteering Department, SAFE@LAST, Unit 1.08 Great House, Waterside Business Park
Rotherham Road, Dinnington, South Yorkshire S25 3QA*

<i>Office Use Only</i>			
Application Received:		Equal Opps Form:	Yes / No
Interview Date:		Date CRB Sent:	
Reference 1 Sent:		Reference 1 Received:	
Reference 2 Sent:		Reference 2 Received:	

Confidential

Criminal Convictions & Cautions Disclosure Form

All offers of employment or volunteering opportunities will be subject to the outcome of an enhanced check with the Criminal Records Bureau.

Please give details of any criminal convictions or cautions on the form enclosed and seal it in an envelope marked 'additional confidential information' and return it with your application form. Convictions or cautions do not necessarily preclude acceptance as an employee or volunteer.

Name:

Address:

Convictions & Cautions:

Signed:

Date: