

Application form for volunteering at Woking Family Contact Centre

Personal details		
First name	Other names	Family name
Home address		
Telephone number		
Email address		

References			
We require two written references. Your referees should not be directly related to you and should be over 18 years old. You should have known them reasonably well for at least 2 years on a personal level and one of the referees should be somebody who knows you professionally.			
Reference 1			
Name	Address	Phone number	Email address
In what capacity do they know you?		Their relationship to you	
Reference 2			
Name	Address	Phone number	Email address
In what capacity do they know you?		Their relationship to you	

Your motivation	
Please tell us why you want to volunteer with us.	
Health	
In relation to health & safety, it is important that we know if there are any aspects of volunteering at our Centre that you would not be able to cope with. An impairment or health problem does not necessarily exclude you from volunteering at our Centre. All information given will be treated with the strictest confidence. It is important that you inform us if you should suffer from any illness in the future that may affect your ability to volunteer for the organisation or that would put others at risk.	
Are you registered disabled?	Are there any other health issues that we should be aware of?

The following questions are optional – but it would really help us to know more about you.

Not currently seeking employment		Retired from employment	
Unemployed but seeking employment		In full time employment	
In secondary / higher education		In part time employment	
Involved in training scheme		Duke of Edinburgh	
Self employed		New deal	
Prince's Trust		School / college placement	
Other			

What experience and skills do you bring to our Woking Family Contact Centre? (Please tick.)							
Administration		First aid		Training		Clerical	
Caring for others		Fundraising		Public Relations		Finance	
Catering		Health & safety		Secretarial		Information technology	
Organisational		Working with children		Legal			
Other (Please detail)							

Are there any skills you wish to develop / learn? Have you any relevant qualifications or training?

Background checks to be done
This role includes working with vulnerable children and families. To ensure their safety, there are a variety of checks that will be undertaken as part of our recruitment process. All applicants are required to have an enhanced DBS check. This check will share information with us about relevant convictions, cautions or reprimands. Having a conviction does not necessarily disqualify you for employment. Please use the space below to tell us about any convictions, cautions or reprimands.

Statement of fact		
If it came to light that any of the information submitted in this form was untrue, dishonest, incomplete, or misleading, this may prevent us being able to offer you a role or taking disciplinary action after you have started to volunteer at our Centre. Please sign below to confirm that all of the information in this form is accurate.		
Name	Date	Signature