

Volunteer Application Form

Any information given on this form is confidential and covered by the Data Protection Act 1998

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|---|--|---|----|
| Date Enquired: | | | |
| Name: | | Preferred Title Mr/Mrs/Miss/Ms | |
| Mobile: | | | |
| Landline: | | | |
| Address: | | | |
| E-Mail: | | | |
| Are you in recovery from Substance Misuse? | | YES | NO |
| If yes, how long have you been abstinent from substances? | | | |
| Your skills and interests (Please tick) | | Departments which may interest you (Please tick) | |
| Admin /Clerical | | Admin/Clerical | |
| Arts and Crafts | | Assessments | |
| Catering | | Therapy | |
| Computer Skills | | House (Support) | |
| Counselling | | House (Kitchen) | |
| Customer Service | | Housekeeping | |
| DIY/Gardening | | Maintenance/Gardens | |
| Driving | | Detox/Healthcare | |
| Employment & Education service | | Resettlement | |
| Health & Exercise | | RIOT (Service user advocacy) | |
| Holistic Therapies | | RIOT (Radio) | |
| Housing & Benefits advice | | Langan's Tea Rooms (Front of House) | |
| Listening/Befriending/Advocacy | | Langan's Tea Rooms (Kitchen) | |
| Media | | PR & Marketing | |
| Nursing | | Human Resources | |
| Other – please specify | | Other – please specify | |

| | |
|--|----------|
| <u>Experience as a Volunteer</u> | |
| <u>Work Experience</u> | |
| <u>Courses or Training</u> (if relevant) | |
| <u>Hobbies and Interests</u> | |
| <u>Why would you like to be a volunteer with BAC O'Connor/RIOT/Langan's?</u> | |
| <u>Do you have any Criminal Convictions (other than minor driving offences)?</u> If yes, please state date and nature of conviction | Yes / No |
| <u>Approximately how much time would you like to give each week?</u> Please indicate particular days or times | |

Please give two **independent** referees who would be willing to supply a character reference (these must not be family members)

| | |
|--------------|--------------|
| Name: | Name: |
| Address: | Address: |
| Tel no: | Tel no: |
| Email: | Email: |

Thank you for your interest. Please note that we do normally need two satisfactory references and a DBS check before you can start as a volunteer.

Emergency Contact

In the event of an Emergency please complete the following information

| | |
|---|--|
| Contact Name | |
| Relationship to you (Please indicate if person is next of kin) | |
| Tel no | |

Recruitment of Ex-Offenders – Many of BAC O'Connor's volunteering opportunities will involve direct contact with potentially vulnerable people. As such, applications to volunteer are exempt from the Rehabilitation of Offenders Act 1974.

This means that potential volunteers are required to declare their entire criminal record, including cautions, reprimands, final warnings and criminal convictions categorised as 'spent' under the above legislation.

Please complete and sign this section. The information provided will be kept confidential.

It will only be disclosed to specific BAC O'Connor staff if/when they are considering you for specific volunteering opportunities (where you may come into contact with potentially vulnerable adults).

Have you ever been convicted at a Court or Cautioned by the Police for any offence?

Yes/No (Delete as appropriate).

If yes, please give details, including date(s) and nature of offence(s).

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I declare the above information is correct

Full Name:

Signature: Date: