|  |
| --- |
| **For Staff purposes only** *Received:*  *Received:*  *Interview date:*  *Interview confirmed:* |



**Section 1 – Contact Details**

|  |  |  |
| --- | --- | --- |
|  | **Volunteer role applied for:** |  |
| **C:\Users\user\Pictures\photo symbols\hires_images\Name6.jpg** | **Name:** |  |
| **C:\Users\user\Pictures\photo symbols\hires_images\Envelopewrite.jpg** | **Address:** |  |
| C:\Users\user\Pictures\photo symbols\hires_images\Telephone.jpg | **Telephone**  **Number:** |  |
| C:\Users\user\Pictures\photo symbols\hires_images\Email.jpg | **Email Address:** |  |
| **How would you like to be contacted:** | C:\Users\user\Pictures\photo symbols\hires_images\Postbox.jpgC:\Users\user\Pictures\photo symbols\hires_images\Email.jpgC:\Users\user\Pictures\photo symbols\hires_images\Telephone.jpg | |

**Section 2 – Support needs**

|  |  |  |
| --- | --- | --- |
| **Do you consider yourself to have a disability?** | | |
| **Yes** | **No** | **Prefer not to say** |
| **Do you have any support needs?** | | |

**Section 3 - Availability**

|  |  |  |  |
| --- | --- | --- | --- |
| **What is your availability for volunteering?** | | | |
|  | Mornings | Afternoons | Evenings |
| **Monday** |  |  |  |
| **Tuesday** |  |  |  |
| **Wednesday** |  |  |  |
| **Thursday** |  |  |  |
| **Friday** |  |  |  |
| **Weekends** |  |  |  |

Evenings and weekends are not part of Inclusion Gloucestershire’s work. However, occasionally some of the Hub activities take place at these times.

**Section 4 – Emergency Contact**

|  |  |  |
| --- | --- | --- |
| **Emergency contact information** | | |
| **C:\Users\user\Pictures\photo symbols\hires_images\Name6.jpg** | **Contact Name** |  |
|  | **Relationship to you** |  |
| C:\Users\user\Pictures\photo symbols\hires_images\Telephone.jpg | **Emergency contact**  **Number:** |  |

**Section 5 – Work or voluntary work**

|  |  |  |  |
| --- | --- | --- | --- |
| **What jobs have you had? This could be paid or voluntary.**  C:\Users\user\Pictures\photo symbols\thumb_images\JobCentre.jpg | | | |
| Where did you work? | What was the job? | When did you work there?  **From To** | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Section 6 - Referees**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **We will only write to these people after the interview if you are successful.**  **Please give us the contact details of 2 people we can write to, to ask for more information about you. We will only write to these people after the interview if you are successful.**  **Here is a list of people you could ask:**   |  |  | | --- | --- | | * Employer | * Religious Leader | | * Volunteer Co-ordinator | * Landlady/Landlord | | * Teacher/Lecturer/Tutor | * Accountant/Lawyer | | * Social/Community Worker | * Doctor/Health Worker | | | | |
| **Reference 1** | | **Reference 2** | |
| **C:\Users\user\Pictures\photo symbols\hires_images\Name6.jpg** |  | **C:\Users\user\Pictures\photo symbols\hires_images\Name6.jpg** |  |
| **C:\Users\user\Pictures\photo symbols\hires_images\Envelopewrite.jpg** |  | **C:\Users\user\Pictures\photo symbols\hires_images\Envelopewrite.jpg** |  |
| C:\Users\user\Pictures\photo symbols\hires_images\Telephone.jpg |  | C:\Users\user\Pictures\photo symbols\hires_images\Telephone.jpg |  |
| C:\Users\user\Pictures\photo symbols\hires_images\Email.jpg |  | C:\Users\user\Pictures\photo symbols\hires_images\Email.jpg |  |
| How do you know this person? |  | How do you know this person? |  |

|  |
| --- |
| **C:\Users\user\Pictures\photo symbols\hires_images\Yes.jpg**  **Why would you like to volunteer with Inclusion Gloucestershire?** |
| Please include hobbies, interests and skills you might like to gain through volunteering. |

|  |
| --- |
| **Is there anything else you would like to tell us that would help in your application?** |
|  |

**Section 7 – Equal Opportunities**

|  |
| --- |
| **C:\Users\user\Pictures\photo symbols\Blood_Pressure2.jpgInclusion Gloucestershire is committed to equal opportunities, please give us details of any assistance you may need in order to attend an interview.** |
|  |

**Section 8 – Declaration**

|  |
| --- |
| **C:\Users\user\Pictures\photo symbols\Consent-Form-Yes.jpg**  **Declarations** |
| The post you are applying for is ‘exempt’ from the Rehabilitation of Offenders Act 1974 so you must tell us about any convictions, cautions, reprimands and final warnings that are not "protected" (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). For further information on filtering please refer to Nacro guidance and DBS website. |

|  |  |
| --- | --- |
| **C:\Users\user\Pictures\photo symbols\Cross-Examination-2.jpg**  **Criminal Convictions** | |
| Do you have any unspent criminal convictions? | Yes No |
| Are you disqualified from working with children, young people or vulnerable adults? | Yes No |

A criminal conviction may prevent you from becoming a volunteer; we will have a chat with you about this and work with you to see if this volunteer role or a different volunteer role is right for you.

If you have ticked **yes** then please give details on a separate sheet and enclose it in an attached envelope

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Are you related to anyone who already works or volunteers for Inclusion Gloucestershire?** | | | | |
| Yes No | How are they related to you? | |  | |
| How did you hear about this Volunteer Role? | |  | | |
| We keep applications for 6 months from the closing date. Are you happy for us to do this with your application? | | | | Yes No |

|  |  |  |  |
| --- | --- | --- | --- |
| **I confirm that the information given in this form is correct.** | | | |
| **Signed:** |  | **Date:** |  |

**Section 9 – How to return your Application Form**

|  |  |
| --- | --- |
| **Please return the completed application form by email to:** change email to vol one | |
| **C:\Users\user\Pictures\photo symbols\thumb_images\Envelopewrite.jpg** | Or by post to:  Inclusion Gloucestershire,  Railway House,  Bruton Way,  Gloucester,  GL1 1DG. |

**Keeping your information secure**

We keep the information provided in this form for the length of time you are volunteering with us at Inclusion Gloucestershire.

We promise that:

* We will keep your information safe and secure
* We will never sell your data
* We will share your data with partners where we are jointly offering a service to you, for example where we jointly support a hub with another partner organisation. This is so you can be effectively involved and supported by everyone involved with you
* We will never share your data with any other organisation unless either you give specific permission for us to do so or we are required to by law or there are exceptional circumstances.
* Exceptional emergency circumstances would be; for example a pandemic or natural disaster when sharing information with Gloucestershire County Council or Gloucestershire Clinical Commissioning Group or Gloucestershire Health organisations will mean that they can identify people who need a bit more support, and then offer that support. In these circumstances we will share the information in this membership form and only with Gloucestershire County Council or Gloucestershire Clinical Commissioning Group or Gloucestershire Health organisations for the purposes of providing you support in an emergency.