

VOLUNTEERING WITH AGE UK HILLINGDON

Thank you for your interest in volunteering with us. Without volunteers we could not provide most of our services.

This application pack includes:

- An application form, health questionnaire and monitoring form
- Safeguarding statement.

The application pack is intended to help you decide how you can help us. The application form helps us to start the process. Because our volunteers deal with the public, maybe in their own homes, we need to take up references. This is a standard procedure for most charities. Some people find this a bit difficult - if so, please talk it over with our Volunteer & HR Officer - it should not stop you applying if you really want to get involved. The application form asks if you have ever been convicted of a criminal offence. If the answer is "yes", please provide the details in a sealed envelope, addressed to our Volunteer & HR Officer and marked 'Confidential'. As you may be in unsupervised contact with elderly people it is considered that volunteering with us is exempt under the Rehabilitation of Offenders Act 1974 and you are required to reveal all convictions, even those which are spent. If in doubt please telephone our Volunteer Department.

On receipt of the application form we will take up references and apply for an enhanced disclosure statement from the Disclosure and Barring Service if necessary to the role.

We will also arrange for you to meet with the co-ordinator of the service you have chosen where you will have the opportunity to find out more about the service and ask any questions you may have.

Most jobs will involve some training and you can expect to be in contact with the paid staff that will provide on-going support - so you don't have to be an 'expert' to work with us. If after working with us for a while as a volunteer you decide that the role you chose is not for you then you could always try another volunteering opportunity with Age UK Hillingdon.

We very much hope that you will return the application form and become a volunteer with us. However if you decide that Age UK Hillingdon is not for you we would appreciate it if you could let us know why not - This will help us improve our volunteer recruitment procedures in the future.

Our Volunteer Department can be contacted on 0208 756 3062 or email volunteering@ageukhillington.org.uk .

THANK YOU FOR YOUR INTEREST