

**VOLUNTEER APPLICATION FORM**

You can fill in this form electronically. Click on a grey box to turn it blue, then type. Please save the document and either email it to us or print it out and post it. Please refer to the guidance notes when completing each section. Where necessary continue your answers on a separate sheet, which may be typed. **Please note that CVs are not acceptable and will be discounted.**

Title:

Surname:  Forenames:

Address:

Postcode:

Home tel:  Work tel:

Mobile tel:  email:

Do you drive?  Yes  No

Do you have use of a car?  Yes  No

**What area of Volunteering are you interested in?** Please type 'Yes' or 'No'

Helping prepare and serve meals at lunch clubs		Helping sort donations or serve in a charity shop	
Meal delivery service driver		Visiting and befriending an older person in their own home	
Helping at our Kiln Farm furniture store		Meal delivery service kitchen help	
Providing computer training for over 55s in CMK		Helping with general office work or reception at Peartree Bridge or Kiln Farm	
Helping with fundraising events		Being an advocate for an older person	
Other		Walking Befriending	

## Relevant skills

What skills or experience do you feel you can bring to the role/s you are interested in?

Is there anything you wish to tell us that might affect your ability to volunteer in this role/s?

## Emergency contact

Name:  Relationship:

Telephone numbers:

## References

As most of our services involve working with older people, we take up references for all volunteers. Please give the name and address of two people who have known you for at least a year and are willing to give you a reference.

These **must not be a relative or partner** and, if possible, one should be a professional, for example a present or former employer, local government officer, parish priest, or someone for whom you have previously worked in a voluntary capacity.

**(At least one reference must be from someone residing in the UK or ROI)**

<b>1.</b>		<b>2.</b>	
Name:	<input type="text"/>	Name:	<input type="text"/>
Address:	<input type="text"/>	Address:	<input type="text"/>
Postcode:	<input type="text"/>	Postcode:	<input type="text"/>
Tel no:	<input type="text"/>	Tel no:	<input type="text"/>
email:	<input type="text"/>	email:	<input type="text"/>

## **Rehabilitation of Offenders Act 1974**

Age UK Milton Keynes recognises that it has a duty of care to vulnerable older people to take account of offences that may have a direct bearing on a person's suitability for a volunteering role and as such are exempt from the Rehabilitation of Offenders Act and must declare all past and spent convictions.

### **A criminal record will not necessarily prevent you from volunteering for Age UK Milton Keynes**

All prospective volunteers will be entitled to expect confidentiality for information supplied about past convictions and any unauthorised disclosure of this information or related discrimination will be treated as a serious matter by Age UK Milton Keynes.

If you have been convicted of a criminal offence, please enclose details in a sealed envelope, (this will be discussed at interview).

**I have been** convicted of a criminal offence

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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### **Declaration**

The information given in this form is, to the best of my knowledge, true and accurate. I understand that it will be used, IN CONFIDENCE only for the purpose of my application to become a volunteer and any other volunteering opportunities for Age UK Milton Keynes and that any information stored on a database will be used only in accordance with current data protection legislation.

Signed:

Date:

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**We would like to keep you updated about our services and events by email.**

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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## Equal Opportunities Monitoring Form

The following information is **not obligatory** and is for statistical purposes only. It will be treated in the strictest confidence. Thank you for your co-operation.

The Equal Opportunities Policy of Age UK Milton Keynes states we will not unjustifiably discriminate against anyone on the grounds of age, gender, race, disability, religion or marital status. In order that we can measure the impact of this policy, and continue to develop relevant personnel policies, please complete this form.

The information on this page is confidential and will be used for the monitoring purposes only and will not be available to people who are short-listing or interviewing.

Name: (optional)

Post applied for:

Male/Female/other:  Date of birth:

**Nationality:**

White British		Bangladeshi	
White European		Chinese	
Other White		Other Asian	
Black British		Mixed British	
Black Caribbean		Mixed Caribbean	
Black African		Mixed African	
Other Black		Other Mixed	
British Asian		Other Ethnic	
Indian		Prefer not to say	
Pakistani			

With a Disability (Registered)

Yes		No	
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With a Disability (Unregistered)

Yes		No	
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How did you find out about this role? Please state the source of the advertisement.



All data provided is covered under current Data Protection Legislation