

VOLUNTEER APPLICATION FORM

Thank you for your interest in volunteering with us.
Please kindly fill out the below information and we will be in touch.

DATA PROTECTION

Information from this application may be processed for purposes registered by the organisation under the General Data Protection Regulation (GDPR) 2018. The GDPR gives you the right to request a copy of the information we hold about you. We want to make sure that your personal information is up to date so you can also request that this information is amended or deleted. If you would like a copy of the information we hold about you, please email or write to us at the address at the end of this form. We aim to comply with requests for access to personal information as quickly as possible and we will ensure we deal with requests within 1 month of receipt unless there is a justifiable reason for a delay.

| | |
|----------------------------|--|
| How did you hear about us? | |
|----------------------------|--|

| | | | |
|--|--|--|--|
| Today's date: | | Title (Mr, Mrs, Ms, Miss, Dr) | |
| First Name: | | Surname: | |
| Preferred Name: | | Date of Birth: | |
| Gender: | | Ethnicity: | |
| Mobile Phone: | | Home Phone: | |
| Email Address: (Please supply) | | | |
| Address inc. Postcode: | | | |
| First Language: | | Other Languages Spoken: | |
| *Students Educational Name: | | * Students only Placement Hours: | |
| *Students only Tutor Name: | | *Students only Tutor Email / Contact No: | |

VOLUNTEERING OPPORTUNITIES

Please mark an 'X' next to the volunteer opportunity of interest and note days / times role available.

- **All of our Retail opportunities, with exception of Rushden require candidates to be confident in working independently and 18+ years in order to legally operate the till (training will be provided).**

| OPPORTUNITIES | Mark with 'X' |
|--|---------------|
| Telephone Befriending: Friendly weekly telephone calls to local older people from the comfort of your own home. Maximum of 1h 30m per week is all that is required (calls made during office hours, 9.30am–3pm, Mon-Fri). <u>NOT SUITABLE FOR STUDENT PLACEMENTS</u> | |
| Reception: The William and Patricia Venton Centre, York Road, Northampton, NN1 5QJ Tue or Fri 2pm-4pm. <u>NOT SUITABLE FOR STUDENT PLACEMENTS</u> | |
| Day Centre in Towcester: Based in Lesson Court, Lesson Road, Towcester, NN12 6HS Tue or Thu 10am-3pm. | |
| Minibus Escort: Depart from The William and Patricia Venton Centre, York Road, Northampton, NN1 5QJ, Mon-Fri, 8.30-10.30am &/or 2.30-4.30pm (one or multiple sessions per week available) | |
| Community Group Support with SPRING in Towcester: Supporting community groups | |
| Charity Shop Burton Latimer: 14 Churchill Way, NN15 5RU * Mon 1-4pm, Thu 1-4pm | |
| Charity Shop Higham Ferrers Homeware: 12 High Street, NN10 8BL * Wed 10-1pm and/or Fri 10-1pm | |
| Charity Shop Kingsthorpe: 14 Alexandra Terrace, NN2 7SJ * Mon 9.30-4.30pm, Wed 9.30-4.30pm, Sun 9-4pm | |
| Charity Shop Northampton: 18 St. Giles Street, NN1 1JA * Mon 9-4.30pm, Tue 9-4.30pm, Thu 9-4.30pm, Sat 9-4.30pm | |
| Charity Shop Rothwell: 30 Bridge Street, NN14 6JW * Fri 1-4pm, Sat 9-4pm | |
| Charity Shop Thrapston: 38 High Street, NN14 4JH * Mon 1-4pm, Wed 1-4pm, Fri 9-4pm, Sat 9-4pm | |

EMPLOYMENT STATUS

| | | | | | |
|--------------------|--|------------------------|--|---------------------|--|
| Full-time employed | | Retired | | Full-time education | |
| Part-time employed | | Volunteering elsewhere | | Part-time education | |
| Unemployed | | | | | |

Please use this space to let us know about any current or previous employment and / or volunteering roles you have held:

Please use this space to outline experiences, skills and interests that could be used within your role as a Volunteer:

Please use this space to tell us about any qualifications and courses you have completed (e.g. GCSE's, A-Levels, B-Tec, NVQ):

Please use this space to let us know of any additional details that may support your application:

EQUAL OPPORTUNITIES MONITORING FORM

In accordance with its policy on equal opportunities, the Charity will provide equal opportunities to any Volunteer applicant and will not discriminate either directly or indirectly on the grounds of race, colour, ethnic origin, nationality, national origins, sex, sexual orientation, religion or belief, marital status, age or disability.

In order to assess how successful this policy is we have set up a system of monitoring all Volunteer applications. We would, therefore, be grateful if you would complete the questions on this form. All information will be treated in confidence and will only be shared with relevant personnel.

ASYLUM AND IMMIGRATION ACT 1996 - PROOF OF LEGAL RIGHT TO LIVE IN THE UK

Please indicate which of the following you are able to provide to prove your eligibility to live in the UK (please mark with an 'X'):

| | | | |
|-------------------------------|--|--------------------|--|
| Valid European Union Passport | | UK Driving Licence | |
|-------------------------------|--|--------------------|--|

DISABILITY DISCRIMINATION ACT 1995

Please indicate if you have any special requirements to enable you to attend an interview:

| | | | |
|-----|--|----|--|
| Yes | | No | |
|-----|--|----|--|

Please provide details:

Please provide information of any medical / health conditions that might affect the type of volunteer work you could do:

CRIMINAL CONVICTIONS

Some voluntary positions require the Charity to complete a Disclosure and Barring form (DBS).

Please provide details of any convictions, cautions or reprimands or any proceedings being instituted against you. You may prefer to include details on a separate sheet and insert into a sealed envelope, marked for the attention of **Volunteers Manager** alternatively email this to volunteers@ageuknorthants.org.uk

All information is confidential and will be considered on an individual basis.

Please provide information of any criminal convictions that might affect the type of volunteer work you could do:

REFERENCES

Please provide the contact details of two Referees below and their email addresses, contact number if possible (supplying these often speeds up the application process). The Charity cannot accept references from family members or those who've known you less than 1 year.

Please ensure email addresses are entered correctly, and you have permission from the Referees to include their details.

Referee 001

| | |
|----------------------------------|--|
| Name: | |
| Email Address (mandatory field): | |
| Phone Number(s): | |
| Postal Address: | |
| Relationship to you: | |

Referee 002

| | |
|----------------------------------|--|
| Name: | |
| Email Address (mandatory field): | |
| Phone Number(s): | |
| Postal Address: | |
| Relationship to you: | |

I hereby give my consent to Age UK Northamptonshire processing the data supplied in this application form for the purpose of recruitment and selection.

I give my consent (please mark with an 'X'):

Thank you for your interest in volunteering with us.

Please return to: Volunteers Manager, Age UK Northamptonshire,
The William and Patricia Venton Centre, York Road, Northampton, NN1 5QJ

Email: volunteers@ageuknorthants.org.uk

Registered charity number 1059995