



Application for Voluntary Work

A. PERSONAL DETAILS

Full Name including Title:	
Address:	Telephone Number (including STD Code) Home: Mobile:
e-mail address:	Date of Birth:
N.I. Number:	

B. REFERENCES

Please give the names and email addresses of two referees who are not related to you, who we can approach for a confidential assessment of your suitability for this role. (One of these must normally be a previous employer).	

C. PREVIOUS EXPERIENCE

Please give details of any experience, skill or achievements which you feel may be relevant in your application for voluntary work.

D. HEALTH

Please give details of any injury or illness that may affect your ability to carry out a role and / or any adjustments that we may be able to make to support you in a role.

E. AVAILABILITY

Please detail the days you are available to volunteer i.e. Wednesday morning / Thursday evening

F. APPLICATION

Role Applied For: VOLUNTEER SHOP ASSISTANT

Please highlight the shops you are interested in working in from the ones with vacancies below:

Ashton

Atherton

Golborne

Hindley

Leigh Bradshawgate

Leigh Lord Street (Furniture)

Pemberton

Newtown

Shevington

Standish

Tyldesley

Why have you chosen WIGAN & LEIGH HOSPICE as the place you want to volunteer?

How did you hear about becoming a volunteer?

- | | | |
|-------------------------------|---------------|------------------------|
| 1. Word of Mouth | 9. Poster | 16. Existing Volunteer |
| 2. Website | 10. Newspaper | 17. Radio |
| 3. Other (please state) _____ | | |

G. DISCLOSURE BARRING SERVICE (DBS) CHECKS

The Hospice is covered by the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Because of the nature of the work, you are required by these provisions to declare all criminal convictions however long ago these occurred. Failure to disclose such convictions could result in the termination of your volunteering role. Please be aware that notifications of a conviction will NOT automatically debar you from becoming a volunteer.

Are you current the subject of any police investigation and / or prosecution in the UK or any other country?
YES / NO

If yes, please provide details:

Have you ever been convicted at a court of cautioned by the Police?
YES / NO

If yes, please provide details:

H. DECLARATION OF APPLICANT

I confirm that the above information is correct.

I understand that any false information or deliberate omissions will disqualify me from volunteering.

I consent to the Organisation using and keeping information I have provided on this application or elsewhere as part of the recruitment process and / or personal information supplied by third parties such as referees, relating to my application or future employment. I understand that the information provided will be used to make a decision regarding my suitability for volunteering and if successful the information will be used to form my personnel record and will be retained for the duration of my employment. If I am not successful, I understand that the Organisation will retain the form for as long as is deemed necessary and that the Organisation may use it to contact me in the event of there being any other volunteering vacancies for which I may be suitable.

Signed: _____ Dated: _____