



Volunteer Application form

When completed please return this form to The Advice Services Manager, Citizens Advice South Worcestershire, 52 Prospect Close, Malvern WR14 2FD. Please mark the envelope **Confidential**. Alternatively your form can be emailed to enquiries.malvern@citizensadvicesw.org.uk or you can deliver it by hand to your nearest main office (Evesham, Droitwich or Malvern).

Title: Mr/Mrs/Ms/Dr/Other (please state):

First Names:

Last Name:

Address:

Telephone:

Mobile:

Email:

Are you interested in any particular type of volunteering? Eg. Adviser, Administrator, Receptionist, PR and marketing, Social Media, IT support. If you are responding to a vacancy, please state which.

Please tell us about your skills and experience, especially anything that would be relevant to the role you would like to do. You might want to include information about your employment, volunteering, training, or any other experience that you feel are relevant. Please add an additional page if there is not enough room here.

Why do you want to volunteer for us?

What do you think are some of the main problems facing our community?

Which is your closest office? Malvern Evesham (please circle)

It would be useful to know when you will be able to volunteer. Please indicate below the times when you would generally be available.

	Monday	Tuesday	Wed	Thursday	Friday
am					
pm					

How many days or hours would you like to volunteer for?

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Are there any times that you are unlikely to be available eg., school holidays?

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References

Please provide the names and addresses of TWO people who can provide a reference for you. They **may not** be family or friends, but must know you in a more formal capacity. For example, employer, teacher, or volunteer leader etc.

Name of first referee:
Address:
Email:
How does this person know you?
Name of second referee:
Address:
Email:
How does this person know you?

Our policy on convictions

We only carry out Disclosure & Barring Service (DBS) checks for roles working directly with clients in services targeted at vulnerable adults or children. Our policy is in place to make sure ex-offenders are treated fairly.

We consider each offence individually, looking at issues like risk to the client, how long ago it took place, the circumstances and whether they are relevant to the volunteer role. Anyone with a conviction for a sexual offence against a child or vulnerable adult is considered unsuitable to volunteer.

Entitlement to work or volunteer

If you are from outside the EU / EEA, it's important you check you are permitted to volunteer or carry out 'unpaid work' in addition to your main reason for entering the country, to avoid jeopardising your visa status.

If you cannot find the answer clearly on your immigration documentation, contact the UK Border Agency.

Signed.....Date.....

Please return this form to the address or email shown on the first page of the application.