

***VOLUNTEER APPLICATION FORM***

### FULL NAME:-…………………………………………………………………….

STATUS *(please tick as appropriate)*:- Male Female Married Single

ADDRESS:-………………………………………………………………………..

………………………… Postcode:- ………....…. Date of Birth:- ….. / ….. / …..

TELEPHONE:- Day: ….……………..………. Eve: …..…….…………………...

MOBILE PHONE: …………………………… E-mail: ………………………….

1. How did you find out about Friends Action North East?

2. Do you have any particular reasons for wanting to become a volunteer?

3. Have you had any experience of voluntary or community work?

 If ‘Yes’ - please give details:-

4. If you are in full or part-time employment, what is your occupation?

5. If retired, what was your occupation?

6. If you are in full or part-time education, which school, college or university

 do you attend?

7. Have you had any experience of spending time with people who have

 physical or learning disabilities? If ‘Yes’ - please give details:-

8. What interests or hobbies do you enjoy, and could these be shared?

9. Please tell us if you have any other skills that might be helpful.

 *Eg. Do you speak or understand any language other than English?*

10. We at Friends Action North East realize different people may choose not to go to certain places and do specific activities due to cultural and life style choices, to be better able at supporting our volunteers it would be good to have better knowledge of your needs. Are there any places you would not like to go to or activities you would not like to participate in?

11. If you are volunteering to enter into a one-to one Friendship Builder, it is quite

 important that you are able to offer time on a fairly regular basis. How much time do you feel able to offer and how often? For example 2 hours a week.

12. What does your week look like? What days and times are good for you?

12. As part of the monitoring of our equal opportunities policy, it would

 be most helpful if you could indicate your ethnic origin: -

*West Indian/Caribbean African Asian*

*British/Irish European Other (please specify)*

13. If you are volunteering to help us in some other capacity *(i.e. Supporting Group activities, I.T support, fundraising)* How much time do you feel able to offer and how often?

14. Do you have any disability or health problem including mental health, which would be useful for us to know about to be able to support you better in your role as a volunteer.

15. Because the FANE volunteers and staff are regularly involved in the lives of adults who are often more vulnerable than most, we are obliged to ask that all applicants complete the Criminal Records Bureau Disclosure Form. Please be assured that the disclosure of a criminal record does not necessarily exclude you from voluntary work, and that all the information you provide is and will remain private and strictly confidential.

Do you have a criminal record? If ‘Yes’ please do **not** give any details here. You will be invited by FANE to discuss in private anything that may be of relevance.

 I am over 18 years of age and having read the above I hereby give my consent to FANE initiating a Criminal Records Bureau enquiry:

Signed …………………………………….… Date ……..………………

16. REFERENCES: - Please give the names and addresses of two referees who are not family members, or personal friends, but who have known you for at least one year. If you have any problem with this do contact us at FANE.

 Name: Telephone:

 Address:

 Status:

 *(I.e. employer etc.)*

 Name: Telephone:

 Address:

 Status:

 *(I.e. employer etc.)*

**From time to time, we may need to use photographs or videos of you**

**and other members for publicity, newsletters, displays and our web site.**

**Please tick a box below to indicate if this is alright.**





# Yes Please check with me Never

Please be assured that all information provided by you will be treated in the strictest confidence and that the provisions of the Data Protection Act will be fully observed.

***Please hand or post the completed form to: -***

**Friends Action North East, C/O Ouseburn Farm, Ouseburn Road (off Lime st)**

**Newcastle-Upon-Tyne, NE1 2PA Phone: 0191 231 4327**

**E-mail:info@friendsaction.co.uk Web site:** [www.friendsaction.co.uk](http://www.linkup.inuk.com)

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I would like to be considered as a volunteer and agree that FANE may keep all my personal details on computer database: -

Signed\*………………………………….. Date ……………………………..

**\**IF YOU ARE UNDER 18 YEARS OF AGE, THE SIGNED CONSENT OF A PARENT OR LEGAL GUARDIAN IS REQUIRED BELOW***

Signed …………………………………… Date …………………………….

Status (please tick): Parent Legal Guardian

#### Thank you for your application - we will keep in touch while it is being processed

## Friends Action North East is a Registered Charity – 1127153