

# VOLUNTEER APPLICATION FORM

We are committed to the highest standards of safeguarding at the Diversity Trust. This includes safer recruitment practices.

Please complete all sections of this form. You may use a separate sheet to include more information. **This form is not intended to form a barrier to volunteering; we encourage you to speak with the volunteer coordinator if you need support or guidance in completing this application.**

Note: We cannot accept a CV at any point in the recruitment process.

Please state the volunteer role you are applying for:	
Return this form to: Harriet Rose : Volunteer Coordinator ( <a href="mailto:harriet.rose@diversitytrust.org.uk">harriet.rose@diversitytrust.org.uk</a> OR <a href="mailto:volunteer@diversitytrust.org.uk">volunteer@diversitytrust.org.uk</a> )	
<b>Personal Details</b>	
Preferred Pro nouns (optional)	
Name:	
Email:	
Telephone (Mobile):	
<b>PLEASE TELL US WHICH AREA YOU LIVE IN</b> - for example – South Glos, Bath or Northeast Somerset, North Somerset, Gloucestershire, Somerset, Bristol.	
<b>Are there any restrictions on your right to volunteer in the UK?</b>	
<b>EXPERIENCE (Please list any unpaid or paid role experience, particularly linked to the volunteer role. Please note if you are not sure about this, contact the volunteer coordinator to discuss). PLEASE NOTE – Not having experience would not disqualify you from volunteering with us.</b>	

Name of organisation	What was your role	How long did you volunteer/ work here
Name of organisation	What was your role	How long did you volunteer/ work here

**Statement in support of application. Briefly tell us why you think you would be a good fit for the volunteer role (see Essential requirements) (if you are unsure about this part of the form, please contact the volunteer coordinator to discuss).**

**References (if you are unsure about this section of the form or do not have a referee, please contact the volunteer coordinator to discuss).**

Please note here the name, company name (where applicable) and contact details of two people from whom we may obtain a reference. The referee must be someone who can comment on your suitability for this role, and not be a family member or friend.

Referee 1:	
Name / organisation and role:	
Relationship to you:	
Email address:	
Contact telephone number:	
Referee 2:	
Name / organisation and role:	
Relationship to you:	
Email address:	
Contact telephone number:	

Are you subject to any conditions or prohibitions placed on you by any statutory body in the UK? If yes, please send in a separate email to [info@diversitytrust.org.uk](mailto:info@diversitytrust.org.uk) mark **PRIVATE AND CONFIDENTIAL**.

**Safeguarding declarations - (Please contact the volunteer coordinator about this if you are unsure about this section of the application form).**

**I declare that the information I have given on this form is complete and accurate. I confirm that:**

- I am not barred or disqualified from working with vulnerable groups, adults, children, or young people.
- I am not subject to any sanctions or conditions on my volunteering or employment, imposed by the Independent Safeguarding Authority, Secretary of State or other regulatory body.
- We reserve the right to request further information if necessary to support safer recruitment practices.

**Signed:** Submission of this form by email application will be accepted as your declaration.

**Date:**

**Data protection statement**

The organisation uses this information to review compliance with its policies on equal opportunity in relation to recruitment. We will use this data to inform our statistics on the representation of the categories of individual as shown above. We will treat all personal information in line with current data protection legislation and our data protection policy. For more information on how we use the information you provided, please see our privacy notice for applicants which was provided as an attachment to this form.

The information gathered from this application form will be held by the organisation in accordance with the Data Protection Policy and General Data Protection Regulations 2018.

As a volunteer applicant, you are entitled to request such data and other information relating to your application and/or selection from the organisation. Application forms will be stored with us securely for up to 6 months and then destroyed after this time.

For us to process this information and to comply with data protection legislation, we require your consent. You are not required to give your consent; you acknowledge that any consent given is freely given. Your volunteering role application is not dependent on your giving consent to our processing of this data.

**Signature:** (email submission will be accepted as you providing consent)

**Date:**

### General declaration

**By completing this declaration, I consent to the collection, recording and use of the information which I have provided in the way described above. I declare that to the best of my knowledge and belief all the information I have given on this form is correct.**

**Signed:** Submission of this form by email application will be accepted as your declaration.

**Date:**

### Submitting your application

Volunteer recruitment is managed by a volunteer coordinator, Harriet Rose. All queries should be directed to Harriet.

Please return your completed forms to: [volunteer@diversitytrust.org.uk](mailto:volunteer@diversitytrust.org.uk) **OR** [harriet.rose@diversitytrust.org.uk](mailto:harriet.rose@diversitytrust.org.uk)

Please tell us how you find out about this role? Please underline or highlight

- Word of Mouth
- Advertised through a Volunteer Centre
- Diversity Trust Website

- Diversity Trust Social media
- Other – Please state .....

Feel free to email me if you want to have a chat before sending in your application –  
[volunteer@diversitytrust.org.uk](mailto:volunteer@diversitytrust.org.uk)

End of application form.

