

Volunteer Application Form

STRICTLY CONFIDENTIAL

Name:	
Date of Birth:	
Address:	
Post Code	
Home Phone No:	
Mobile Phone No:	
Work Phone No:	
Email Address:	

What role are you interested in Volunteering for?

Please give details of your working life, including any voluntary activities:

What are your reasons for wanting to volunteer with Accommodation Concern?

What are your interests and activities?

Do you have experience in any of the following areas? Please give details

Social / health care	
Finance/Money/Debt	
Legal	
Social Media	
Sales	
Marketing / Publicity	
Teaching	
Housing	
Benefits	
Admin/Office support	
Other languages spoken	
What are your IT Skills like?	
Other areas (please specify)	

How did you hear about this volunteering opportunity?

References:

Please provide names and addresses of two responsible persons who would be willing to provide character references. One reference should relate to your **present or most recent employment or voluntary agency** you may have worked for.

The other should know you personally, but should **not be a friend or a member of your family**. If you are unsure whom to give as a referee, please discuss this with us

Reference 1		Reference 2	
Name:		Name:	
Relationship:		Relationship:	
Address:		Address:	
Occupation:		Occupation:	
Phone No:		Phone No:	
Email Address		Email Address	

Declaration:

The information given on this form is correct to the best of my knowledge and belief. I understand that completion of this form does not guarantee acceptance as an Volunteer for Accommodation Concern

I understand that Accommodation Concern may store this data on a computer in accordance with Data Protection policies and consent to this.

Your signature Date / /

Please return this form to:
Accommodation Concern
E-mail: help@a-c.org.uk
1 Meadow Road, Kettering NN16 8TL
Tel: 01536 416560

Declaration of any Convictions

PLEASE NOTE THAT THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR APPLICATION FORM.

Because your role will involve contact with vulnerable people, you must declare convictions which for other purposes may be considered 'spent'.

Have you at any time been convicted of a criminal offence or made subject to a Restriction Order by a Court under Section 41 of the Mental Health Act?

YES / NO

If **YES**, please give details.

Failure to disclose any criminal offence, including 'spent' ones, or a Mental Health Act Order, could lead either to your application being rejected or, if you are accepted, to termination of your involvement as a volunteer, if it is subsequently learnt that you have any criminal convictions or have been subject to any such Orders.

Signed **Date** / /

Any information given will be confidential.

Accommodation Concern aims to promote equality of opportunity for all, with the right mix of talent, skills and potential. Accommodation Concern welcomes applications from diverse candidates. Criminal records will be taken into account for recruitment purposes only when the conviction is relevant. Accommodation Concern will not unfairly discriminate against a person on the basis of conviction or other details revealed.

As Accommodation Concern meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, the successful candidate who is offered a voluntary post will be subject to a criminal record check from the Criminal Records Bureau before the appointment is confirmed. This will include details of cautions, reprimands or final warnings, as well as convictions. Accommodation Concern will request an enhanced Disclosure from the Criminal Records Bureau.

Accommodation Concern is committed to compliance with the Disclosure Code of Practice and a copy of this code is available on request. Accommodation Concern has a written policy on the recruitment of ex-offenders, which is also available on request.