# VOLUNTEER APPLICATION FORM

**Any information given on this form is confidential and covered by the Data Protection Act 1998**

**Closing Date:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | | Preferred Title Mr/Mrs/Miss/Ms | |
| D.O.B | | Tel. No. | |
| Address:  E-Mail: | | | |
| Where did you hear about volunteering for Claudia Jones Organisation? | | | |
| **Your skills and interests**  (please tick) | | **Projects which may interest you**  (please tick) | |
| Admin /Clerical |  | Facilitation skills |  |
| Arts and Crafts |  | Distributing Leaflets/information |  |
| Computer Skills |  | Admin/Clerical |  |
| Form Filling |  | Social Groups/Networking |  |
| Listening /Befriending |  | Contact and Connect (organisations) Outreach |  |
| Play |  | Visiting and Befriending |  |
| Telephone Skills |  | Events |  |
| Accounting/Bookkeeping skills |  | Helping out at events and on stalls |  |
| Marketing skills |  | Advocacy/ Windrush |  |
| Trustees |  | Therapeutic skills |  |
| Human Resource Management |  | Other – Please Specify |  |
| Gardening |  | Handy woman/Handy man |  |
| Project Specific (Windrush Justice Clinic, VAWG, Women & Families, Parent Champion etc) |  |  |  |

|  |
| --- |
| Experience as a Volunteer |
| Work Experience |
| Courses or Training (if relevant) |
| Hobbies and Interests |
| Why would you like to be a volunteer with the Claudia Jones Organisation |
| Do you have any Criminal Convictions (other than minor driving offences)? Yes / No  If yes, please state the date and nature of conviction. |
| Are you willing to visit organisations/networks? Yes / No |
| Approximately how much time would you like to give each week?  Please indicate days or times  Weekdays/ Weekends |

Please give two **independent** referees who would be willing to supply a character reference (these must not be family members)

|  |  |
| --- | --- |
| Name | Name |
| Address |  |
| Tel. no. | Tel. no. |

Thank you for your interest. Please note that we do normally need two satisfactory references before you can start as a volunteer and we cannot always guarantee a suitable role. Some volunteering jobs will be subject to a satisfactory DBS check.

I agree to support the purpose of the Claudia Jones Organisation Project.

Full Name: ……………………………………………………………………………………

Signature: ……………………………………………………

Date:…… ……………………………..

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