

Volunteer Application Form



For Foothold Cymru Service:

Thank you for your interest in becoming a volunteer with Foothold Cymru. Please complete the information below and return it to us either by email or post.

Personal Details

Title _____

First Name(s) _____

Surname _____

Home Address

Email _____

Postcode _____

Mobile Phone _____

Home Phone _____

How would you like us to contact you?

By Post

Home Telephone

Mobile

Email

How did you hear about volunteering for Foothold Cymru?

Magazine/Newspaper

School/College/

University CBSA Staff

Friends

Volunteer agency - e.g
WCVA / CAVS

Police/Probation

Service Social Media

About you

Do you have any skills or experience in the following areas:

- | | |
|---|--|
| <input type="checkbox"/> Youth or Community Work | <input type="checkbox"/> Growing and Gardening |
| <input type="checkbox"/> Benefits/Statutory Sector | <input type="checkbox"/> Upcycling |
| <input type="checkbox"/> Careers Guidance | <input type="checkbox"/> Customer service |
| <input type="checkbox"/> Driving minibuses | <input type="checkbox"/> Hospitality |
| <input type="checkbox"/> Construction/Manual Trades | <input type="checkbox"/> Cooking |
| <input type="checkbox"/> Starting your own business | <input type="checkbox"/> Teaching / coaching |
| <input type="checkbox"/> Arts & crafts | <input type="checkbox"/> Administration |
| <input type="checkbox"/> | |
-

Please tell us why you want to volunteer with Foothold Cymru. We want to know about your likes, hobbies and talents. Bullet points are fine.

Signed _____ Date _____

Self Declaration

For all volunteering positions we require you to complete the following self-declaration questions. For some roles we also require an application to the Disclosure and Barring Service (DBS). Having a criminal record however will not necessarily bar you from volunteering but this will depend on the circumstances and background of the offence.

If you do not consent to these checks being carried out, or if consent is withheld, we will be unable to proceed with your application.

Do you have any unspent criminal convictions?

Yes

No

Are you prepared to complete a DBS application if needed?

Yes

No

Safeguarding Self Declaration

United Kingdom legislation and guidance relating to the welfare of children and vulnerable people has as its core principle that the welfare of young people, and vulnerable people of all ages must be the paramount consideration. Foothold Cymru fully supports this principle and therefore requires that people who come into contact with any of our project participants complete and sign this declaration. This is to ensure that the welfare of all our participants, volunteers and staff is safeguarded. This self declaration form will be kept for the duration of your role with Foothold Cymru then archived in accordance with the Data Protection Policy.

1. Has any Social Service Department or Police Service ever conducted an enquiry or investigation about any allegations or concerns that you may pose an actual or potential risk to children or young people? Yes No
2. Have you ever been convicted of any offence relating to children or young people? Yes No
3. Have you ever been the subject of disciplinary procedures or been asked to leave employment or voluntary activity due to inappropriate behaviour towards a child or young person? Yes No
4. Are there any other matters which may inhibit or otherwise affect your ability to work with children, young people or vulnerable adults? Yes No

If yes to any of the above, please specify: _____

I confirm that I understand that any action which places a young person at risk, or that could lead to placing myself or Foothold Cymru in a potentially compromising situation, such as meeting a participant alone outside of a Foothold Cymru approved session, or making, or responding to, an attempt at inappropriate contact could lead to the immediate termination of my appointment.

Declaration

I confirm that the above information given by me is correct and complete to the best of my knowledge. I consent to my personal data being processed and kept for the purpose described above in accordance with the Data Protection Act 1998 and any additional amendments . I understand that Foothold Cymru may:

- Retain and use the information and share it with other organisations working with Foothold Cymru to:
 - help run, fund and evaluate Foothold Cymru projects and activities
 - contact me and to match me with a suitable volunteering role

I understand that this information may be kept for as long as required for this purpose.

I understand my right to request to see all the information held about me by Foothold Cymru. In signing this form I give my consent for the information to be used as above.

For further information about how Foothold Cymru uses your information our privacy policy is available on our website, or you can request a printed copy from any Foothold Cymru staff member.

Signed _____ Print

Name _____ Date

Please return this form either by email to helenm@footholdcymru.org.uk, hand it to a staff member, or return it by post to:

**CBSA,
The Lord Arthur Rank Centre
Trostre Road
Llanelli
Carmarthenshire,
SA14 9RA**

Additional Personal Details

You do not need to complete this section, however as Foothold Cymru ensures equality of opportunity we wish to monitor our recruitment practices. Please note that answers given here will not affect your application.

What is your ethnic origin? Please tick the box which best describe you.

White

- British English
- British Welsh
- British Scottish
- British Northern Irish
- British
- Irish
- Traveller/Gypsy
- Other White Background

Mixed / Multiple Group

- White and Black Caribbean
- White and Black African
- White and Asian
- Other mixed background

Black / Black British

- African
- Caribbean
- Other black background

Asian / Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Other Asian background

Other

- Arab
- Other background
- I prefer not to say

Date of Birth _____

The Disability Discrimination Act describes a disability as “a physical or mental impairment which has a substantial and long-term effect upon a person’s ability to carry out normal day-to-day activities”. Using the definition, please tick the relevant box:

- | | | | |
|----------------------------------|--------------------------------------|--|--|
| <input type="checkbox"/> I would | <input type="checkbox"/> I would not | consider myself to have a disability | <input type="checkbox"/> I prefer not to say |
| <input type="checkbox"/> I would | <input type="checkbox"/> I would not | require any special adaptations / equipment to take up a volunteering role | <input type="checkbox"/> I prefer not to say |

If you do require any special adaptations/equipment for your role, this will be discussed at the point of appointment.

Thank you for taking the time to complete this application form.

- You will be informed whether or not your application has been successful in writing. If you have been successful, you will be invited to meet us for an informal interview.
- If successful at interview, we will ask you to provide two referees who we can contact.
- All volunteers must complete an induction session to introduce you to Foothold Cymru staff. After completing the induction session, you will be required to sign a Volunteer Agreement which outlines your role and the expectations of both yourself and Foothold Cymru.