

Volunteer Application Form

Please complete this Application
Form in black ink or type

Last name: (Dr, Mr, Mrs, Miss, Ms etc)	First Name:
Address:	Main Contact Number: Email: Mobile Phone:
Volunteer placement applied for:	How did you find out about this post? (Newspaper advert, internet, internally, word of mouth etc)

EXPERIENCE/QUALIFICATIONS – Please give details of any experience/qualifications which you think would benefit your role as a volunteer within our organisation.

Name and place of course/work experience	Qualifications

Please describe how you occupy your leisure time (i.e. hobbies/interests).	
Do you have any medical condition of which we need to be aware for your safety and for ours?	
Do you have use of a car and are you able to use this for voluntary work? (If relevant to the post)	Yes/No
Do you possess a current full driving licence? (If relevant to the post)	Yes/No
Please give details of any voluntary organisation, committee, council, or professional bodies with which you are involved: (If relevant to the post)	

REFEREES

Please give details of one person (not a relative) that we could approach for references. They should be people who have known you for at least 6 months. Please ensure that you have obtained their permission prior to submission. By completing this section we will assume you have given these referees permission to disclose information about you to us.

List of Acceptable Referees:

- Religious Minister
- Social Worker
- Tutor
- Probation Officer
- A friend who has worked for an organisation for at least 1 year

Name:
Job title:
Address:
Tel No:
Email Address:
Capacity in which you are known to the referee:

Under the Data Protection Act 1998, Healthwatch Hillingdon (HWH) is required to notify volunteer applicants on how their data will be processed and used. All of this application form apart from the equal opportunities monitoring form will be retained by HWH for a maximum of six months, unless you are accepted on the volunteer placement, in which case the application form will become part of your volunteer record. Some of the data you provide is considered to be Sensitive Personal Data under the Data Protection Act i.e. gender, race. This information will be used to assist us with recruitment monitoring. It will be held separately from application forms. It will also be held in computer format.

By signing this form you are giving consent to HWH to use this data in the way described above.

I confirm that the information I have given on this form is correct and complete and that misleading statements may be sufficient for cancelling any volunteer placement.

Signed: _____

Date: _____

Please return your completed application form, together with the equal opportunities monitoring form and your CV to the contact and address detailed on the volunteer opportunity.