

Volunteer Application Form

We collect and use personal data for several reasons, including to manage our relationship with you, keep in touch, match you to a suitable role, understand if there are any requirements/adjustments that will assist you in your role, for equality monitoring and to ensure our volunteers are suitable to work with vulnerable adults.

Please refer to the accompanying sheet '**How we use your information**' for a more detailed explanation of what information we collect, why, when we may share your information and how we store it securely.

We are committed to protecting the privacy and security of your personal information, in accordance with the EU General Data Protection Regulation (GDPR) and UK's Data Protection Act 2018.

Personal details

Please write clearly throughout

Title..... Gender.....

Surname.....

Forename(s).....

Address.....

.....

Postcode..... Email

Date of Birth/...../.....

Driving licence holder	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Willing to drive	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Use of own car	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Telephone

Mobile

Other languages spoken

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Employment Status

Not currently seeking employment	<input type="checkbox"/>	Retired from employment	<input type="checkbox"/>
Unemployed but seeking employment	<input type="checkbox"/>	Retired but seeking employment	<input type="checkbox"/>
In full-time employment	<input type="checkbox"/>	In part-time employment	<input type="checkbox"/>
In full-time education	<input type="checkbox"/>	In part-time education	<input type="checkbox"/>

Employment Experience (Please give details)

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How are you interested in helping the Wimbledon Guild?

Administration/Clerical	<input type="checkbox"/>	Activities	<input type="checkbox"/>	Befriending	<input type="checkbox"/>
Stroke Club	<input type="checkbox"/>	Exercise Classes	<input type="checkbox"/>	IT Classes	<input type="checkbox"/>
Trips	<input type="checkbox"/>	Promoting the Wimbledon Guild	<input type="checkbox"/>	Kitchen/Café	<input type="checkbox"/>
Community Garden	<input type="checkbox"/>	Practical support for clients	<input type="checkbox"/>	Fundraising	<input type="checkbox"/>
Charity Shop (Mitcham)	<input type="checkbox"/>	Other	<input type="checkbox"/>		

If you marked Other, please specify:

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Full training will be given where applicable.

Please give us an idea of the times you may be available to volunteer:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

Please give details of any previous volunteering experience, including dates and responsibilities:

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How did you hear about volunteering opportunities with Wimbledon Guild?

(Please tick all relevant boxes)

Activity calendar	<input type="checkbox"/>	Information event	<input type="checkbox"/>	Media/press	<input type="checkbox"/>
Social media	<input type="checkbox"/>	Volunteer Bureau	<input type="checkbox"/>	Word of mouth	<input type="checkbox"/>
Other Wimbledon Guild leaflet/poster	<input type="checkbox"/>	Website	<input type="checkbox"/>	Other	<input type="checkbox"/>

If you marked Other, please specify:

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Health

In terms of Health and Safety, it is important that Wimbledon Guild does not place you in the wrong role. A disability or health problem will not exclude you from volunteering with Wimbledon Guild.

Do you have any physical or mental health conditions?

Yes No

If yes, please give details. If preferred, continue on a separate sheet and attach it to the application form.

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Do you have any allergies or other health matters that Wimbledon Guild should be aware of?

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Are there any reasonable adjustments Wimbledon Guild could make to better enable you to volunteer at your chosen project? Please give details.

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It is important that you inform Wimbledon Guild if you should suffer from any illness in the future that may affect your ability to volunteer for the organisation or that would put others at risk.

Emergency contact details

We only access these details in case of an emergency.

Name Relationship

Address

..... Postcode.....

Telephone Mobile.....

I confirm that this person has been made aware that I am providing their details to Wimbledon Guild as an emergency contact

Your acknowledgements and consents

- I acknowledge that Wimbledon Guild will need to use personal information about me (including the information provided in this application form) so that I can become a volunteer, to carry out equality monitoring, and for other reasons as described in the "How we use your information" sheet.

I give consent to Wimbledon Guild to:

- Use information about me (including health information), including sharing it with other staff, self-employed class instructors and volunteers where necessary, to help place me in a suitable volunteering role.
- Share information about me (including health information), with Wimbledon Guild staff or with other professionals working for external organisations involved in an activity or service I ask Wimbledon Guild to support me with.

Note about consents

If you choose not to give us consent to use and share relevant personal information with other staff, self-employed class instructors (if you would like to help as an activity volunteer) and volunteers helping deliver a service you are interested in volunteering for, then we will not be able to place you in a volunteering role.

If you choose not to give us consent to share information about you with other Wimbledon Guild staff or with professionals working for external organisations then we may only be able to provide a more limited service to you. We may still share your details with other parties in exceptional circumstances where we have reason to believe that this will help to protect you or someone else at risk.

You have the right to withdraw consent at any time.

We'd like to keep in touch and want to make sure we communicate with you in the right way.

I am happy to be contacted about:

- The Wimbledon Guild's services
- The Wimbledon Guild's fundraising activities and events, e.g our comedy nights and our Christmas carol service.

I am happy to be contacted by:

- email text message telephone post

Signature: **Date:**

Please send this form to:

The Volunteer Manager
Wimbledon Guild
Guild House, 30-32 Worple Road, Wimbledon SW19 4EF
T 020 8946 0735
E volunteer@wimbledonguild.co.uk

References

I wish to become a volunteer of Wimbledon Guild and agree to two references being taken up.

Please provide two references. (The referees should not be directly related to you and preferably have known you for at least two years.)

Referee information will not be stored once the reference has been taken up.

1. Name

Address

..... Postcode

Telephone Email

2. Name

Address

..... Postcode

Telephone Email

Registered Charity No. 200424. Company No. 383330.