



Volunteering Application Form

Which Role are you applying for?			
Full Name Including title:	Date of Birth:		
Present appointment: (Job title, department,organisation.) / studies / other status:			
Please list the duties that you carry out			
Current address:			
			Post code:
Telephone number(s):	Email address:		
Qualifications:			
Previous and other appointments: (Include previous appointments in the last 5 years and other current appointments.) * continue on back if needed			
Please list your Charity/voluntary experience :			
Training or relevant skills suitable for charity work: (Details of any relevant training in voluntary/charity sector, give the date of the training.)			
Why would you like to volunteer with Shine A Light?			
Do you have your own transport?/if not, how would you travel to Shine A Light Premises			

Registered Charity 1171090 Phone: 07966 089805 E-Mail: sam@shinealightss.org.uk

Suite 21, Koco Community Centre, 15 The Arches, Spon End, Coventry CV1 3JQ

www.shinealightss.org.uk Just Giving Page: www.justgiving.com/shinealightsupportservice



SHINEALIGHTSUPPORTSERVICE



SHINEALIGHTCOV



SHINEALIGHTSS



Shine A Light Support Service

When are you available to start?	
How much time can you offer to Shine A Light? Eg 1 morning per week etc	
If you are disabled, please give details of any special arrangements or adjustments you would require to attend interview and when volunteering.	
Do you smoke?	
Referees: Please give the names and contact details of two referees. These should be people who have known you for at least 2 years . They must not be related to you, e.g. your Brother, Aunt, Sister-in-law, but should be someone who can tell us about you as a person e.g. your tutor, your neighbours, your current or previous employer:	
Disclosure:	
Shine A Light Support Service undertakes to discuss any information revealed in a Disclosure with the person seeking voluntary work before withdrawing a conditional offer from volunteering.	
Having a criminal record will not necessarily bar an ex-offender from volunteering with Shine A Light Support Service. This will depend on the nature of the position and the circumstances and background of the offence.	
Rehabilitation of Offenders Act 1974 - In order to protect the public, the post for which you are applying is exempt from Section 4(2) of the Rehabilitation of Offenders Act, 1974, by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) order, 1975. It is not, therefore IN ANY WAY CONTRARY TO THE ACT to reveal any information you may have concerning convictions which would otherwise be considered as “spent” in relation to this application. Any such information will be kept in strict confidence, and used only in consideration of your suitability for this post.	
Do you have any convictions, cautions, reprimands or final warnings that are not “protected” as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI 2013 1198? Yes No	
Do you have any convictions, cautions, reprimands or final warnings which would not be filtered in line with current guidance? Yes No If yes, please give details:	
Does your name appear on the Protection of Children Act List? Yes No Does your name appear on the Protection of Vulnerable Adults List? Yes No	
Are you a member of the Disclosure & Barring Service (DBS) update service? Yes No	
Commitment: We hope that you can volunteer for a long period of time and we will supply references after you have been with us for 6 continuous months.	
I declare that the information given on this form is accurate to the best of my knowledge and that the voluntary placement offered will be subject to the information on this form being correct.	
Signed:	Date:

Please note: We are happy to pay for your Enhanced DBS check so that you can volunteer for us. This costs £10 per person. Our policy is to pay this for our volunteers on the basis that they can volunteer for us for a period of minimum 6 months. If you cannot volunteer for us for this period we would expect you to refund this amount as the cost of carrying out these checks amounts to a substantial sum each year.