

Volunteer Application Form

Position applied for:	
Where did you learn about this vacancy?	

Personal Details (confidential)			
Title:		First Name:	
Surname:			
Address:			Home: ☎
			Mobile: ☎
			Email:
Postcode:			

Do you have any disabilities which may affect your application or the recruitment process?	Yes	No
<p>If the answer is yes, can you please tell us if there are any reasonable adjustments, we can make to help you in your application or with our recruitment process.</p>		

Education			
Education (use tab button to insert rows)			
College/ University/ School	From	To	Qualifications and Grades

Personal Development

Please include any courses, membership, voluntary work or responsibilities you have obtained that you may consider relevant, with outcomes if applicable.

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Employment History

Present or Most Recent Employment

Name and address of employer	From		To	
	Position			
	Salary			
	Notice Required			

Please give a brief description of your duties:

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Previous Relevant Employment

Employer name and address	Position Held	From	To

Duties:

Reason for leaving:

Employer name and address	Position Held	From	To

Duties:

Reason for leaving:

Employer name and address	Position Held	From	To

Duties:

Reason for leaving:

If you need to add further employment history, please add a separate sheet to your email.

Supporting Statement

What interests you about this volunteering opportunity?

Please describe the knowledge, skills and experience you would bring to this role.

Please give any other particulars about yourself which you would like to be taken into consideration.

Referees

Please provide details of two referees whom we can approach about your application for volunteering

Title:		Name:		Position:	
Address:				Company:	
				Tel. No:	
				Email:	
Postcode:					

Title:		Name:		Position:	
Address:				Company:	
				Tel. No:	
				Email:	
Postcode:					

Criminal Record

The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website. Please note any criminal convictions except those 'spent', or otherwise 'protected', under the Rehabilitation of Offenders Act 1974.

Data Protection Statement

All of the information collected in this form is necessary and relevant to the performance of the job applied for. We will use the information provided by you on this form, by the referees you have noted, and the educational institutions with whom we may undertake to verify your qualifications with, for recruitment purposes only. The Company will treat all personal information with the utmost confidentiality and in line with current data protection legislation.

Should you be successful in your application, the information provided, and further information which will be gathered at the relevant time, will be subsequently used for the administration of your employment and in relation to any legal challenge which may be made regarding our recruitment practices.

Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Signed:

All documents should be returned to: avenuehr@avenue-info.com, by the 29th September 2022 at 9am, with "Volunteer Trainee Family Mediator" in the subject line of the email.