

Volunteer Application Form

Thank you for your interest in volunteering with Mencap in Kirklees. Please help us to process your application by completing this form.

First Name			
Last Name			
House number and street name			
Area (e.g. Dalton, Lindley)			
Town (e.g. Mirfield, Huddersfield)			
Postcode			
Email address			
Landline phone number			
Mobile phone number			
Do you hold a full driving licence?		Do you have a car available when volunteering?	
Why do you want to be a Mencap in Kirklees volunteer?			
What experience, skills and abilities would you bring to the role?			

Looking at the list of volunteering opportunities in the information pack, where do you think you might want to volunteer?

Waverley Café	More2Do	Befriending	Social clubs	Gardening or handyperson	Entertaining/other
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Reasonable Adjustments

Would you like us to make any specific arrangements to facilitate a fair interview due to a disability? For instance, do you need a wheelchair-accessible interview room?

Criminal Convictions

A relevant check with the Disclosure and Barring Service (or equivalent statutory agency) is required for this post. The disclosure may reveal convictions regarded as “spent” under the Rehabilitation of Offenders Act 1974. By signing this application form, you provide your approval for an appropriate check to be conducted. We require this at appointment and may do so periodically thereafter.

Do you have any criminal convictions? Yes No

If yes, please provide details of all convictions we are legally entitled to know about. You must include relevant youth offences, military offences or police cautions (unless excluded under the Home Office filtering system).

Date	Court	Details	Court’s decision

References

Please give the names of two people who know you well to act as referee. They can be previous employers, tutors, neighbours or friends. We cannot accept family members as referees.

Referee One	Referee Two
Full name:	Full name:
Capacity in which known to you:	Capacity in which known to you:
Time known:	Time known:
Occupation:	Occupation:
Address:	Address:
Postcode	Postcode
Email:	Email:
Contact number:	Contact number:

Data Protection

The information provided in the application form will be processed in accordance with current data protection regulations.

We may verify information you supply to obtain employment by consulting a third party or statutory agency at any time. We may provide information from your application to appropriate third parties (e.g. HMRC).

*If you are unsuccessful in this application, we can hold your information on file in case of future volunteering opportunities. Instead of securely shredding it, we will retain it securely for an additional 12 months. You must tick the box below to authorise this.

Please return your completed form to:

Volunteer Co-ordinator
Mencap in Kirklees
Brunswick House
33 East Street
Lindley
Huddersfield
HD3 3ND

Or email it to:

Shelley.lane@mencapinkirklees.org.uk