

 **Three Cs Volunteer Application Form**

Return completed forms to Stephanie Bates - Social Inclusion and Volunteers Manager **Email** stephanie.bates@threecs.co.uk **Post** Three Cs, 82-24 Childers Street, Deptford, London, SE8 5FS

**Your Contact Details**

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Telephone Number |  |
| Mobile Number |  |
| Email |  |

**About You**

|  |
| --- |
| Why would you like to volunteer with Three Cs? |
|  |
| Please let us know your interests, hobbies or any specialist skills that you would like to use when volunteering for Three Cs? |
|  |

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| --- |
| Please list your qualities and/or experience that you feel would be important to this application  |
|  |

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| --- |
| If you were to volunteer with Three Cs is there any additional support you need us to give you to make sure that you can access this opportunity successfully? e.g. disability, health, language or learning needs, Please give details: |
|  |

**The Role**

**Apart from some specific, time bound roles, we have an expectation that volunteers will commit to a period of *at least* 100 hours/6 months from the start of their placement and will volunteer a *minimum* of 1 day/8 hours per month. Most volunteers contribute at least 3 hours per week.**

|  |
| --- |
| Do you feel able to commit to this expectation [place an ‘X’ in the relevant box to confirm] |
| Yes |  | No |  |
| Were there any volunteering roles you were particularly interested in?  |
| Befriender  |  | Activity Engagement volunteer |  | Campaigning and Advocacy volunteer |  |
| Supported Employment Volunteer |  | Administration Volunteer(Head office - Deptford) |  | Events Volunteer |  |
| Not sure yet |  | Other: If you are applying for a specific advertised volunteering role please write it in the box beside: |  |
| We support people in different boroughs, please indicate which boroughs you are interested in volunteering in? [place an ‘X’ in the relevant boxes] |
| Redbridge | Newham | Lewisham | Southwark | Greenwich |
| Yes |  | Yes |  | Yes |  | Yes |  | Yes |  |
| Please indicate your availability in the table below  |
| Day Time | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| Morning |  |  |  |  |  |  |  |
| Afternoon |  |  |  |  |  |  |  |
| Evening |  |  |  |  |  |  |  |
| Where did you hear about volunteering with Three Cs? |
|  |

**Disclosure & Barring Service (DBS) Check and Criminal Record**

Where volunteering roles involve unsupervised contact with people we support in a Social Care capacity we will require volunteers to complete and Enhanced Disclosure and Barring Service Check. Where they do not we will require volunteers to complete a Basic Disclosure and Barring Service Check.

We value the potential of all applicants.Where declarations are made these will not have any impact upon an individual becoming involved as a volunteer unless it is assessed to pose a safeguarding risk to the people Three Cs supports. Each case is looked at independently and suitability for a volunteering role at Three Cs will be assessed on individual merit. We will be in touch with individuals throughout this process. Declarations will only be shared with relevant individuals within Three Cs but will otherwise remain confidential.

In your application as so many roles involve direct contact with people we support we ask that you disclose information about all criminal convictions (if any), no matter when they occurred. In the event of becoming a volunteer, **failure to disclose** all previous convictions, even if they are ‘spent’ could result in the termination of your placement.

|  |
| --- |
| Have you ever been convicted of a criminal offence or received a caution or bind-over? |
| Yes |  | No |  |

|  |
| --- |
| If you have answered yes please provide details of conviction including date, court and offence (continue on a separate sheet if necessary) |
|  |

Due to the nature of the volunteering roles, our opportunities involving direct support of people with learning disabilities, autism and/or mental health challenges are only open to those who are 18 and above.

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| --- |
| Are you 18 years or older? [place an ‘X’ in the relevant box to confirm] |
| Yes |  | No |  |

**Reference**

Please give details of a reference.

Your referee should not be a family member. Ideally they will be a **non-personal** contact (e.g. volunteer/work manager, tutor, community leader) etc.

|  |  |
| --- | --- |
| Name of Referee |  |
| Address |  |
| Telephone Number |  |
| Mobile Number |  |
| Email |  |
| How does this person know you? |  |

**Contact from Three Cs**

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| --- |
| If I become a volunteer, I am happy to receive be contacted by Three Cs with information about volunteering and the charity (e.g. invitations to volunteer events, updates on the work Three Cs does). |
| Yes |  | No |  |

**Emergency Contact Details**

|  |  |
| --- | --- |
| Your Name |  |

Please provide details of 2 people that we could contact in case of an emergency.

**Emergency Contact 1**

|  |  |
| --- | --- |
| Name: |  |
| Relationship to You: |  |
| Mobile Phone Number: |  |
| Home Phone Number: |  |
| Email: |  |

**Emergency Contact 2**

|  |  |
| --- | --- |
| Name: |  |
| Relationship to You: |  |
| Mobile Phone Number: |  |
| Home Phone Number: |  |
| Email: |  |

**DECLARATION**

Please sign below to say you understand and agree to the following points.

I agree that personal data relating to me, which has been or is obtained by Three Cs, including personal data given by me on this form, may be held and processed either on computer or in manual records. It may be disclosed to authorised employees of Three Cs, and used by Three Cs for any purpose relating to my application and volunteer placement.

By submitting this application form, I give my permission to the storage and processing of sensitive personal information by Three Cs.

All the information I have given in this application form is true and correct. If it is later discovered that anything I have said is false or misleading I understand that I be asked to stop volunteering for Three Cs.

|  |  |
| --- | --- |
| Signature |  |
| Date |  |