



386 Ashley Road, Parkstone, Poole, BH14 0AA

Tel: 01202 746040 E-mail: office@pooleforum.co.uk

## Volunteer Application Form

Please complete this form clearly and use black ink.

Which volunteering role are you interested in?

---

Where did you hear about Poole Forum and this volunteering vacancy?

---

### About you

First name: .....

Surname: .....

Home address: .....

---

Post code: .....

Telephone: .....

Mobile: .....

E-mail: .....

Do you hold a current driver's licence? Yes / No

**Volunteering Experience**

Please tell us about any previous volunteering activities.

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

**Employment History**

Please tell us about your employment history covering (where applicable) the last 5 years.

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----

-----



**Referees**

Please give the names and addresses of two people who we can contact about you. They should not be a relative. If you are currently or recently employed, one should be your employer. If you are in full time education, one should be your course tutor.

Name .....

Name .....

Address .....

Address .....

.....

.....

.....

.....

I certify that the information I have given is correct and I understand that should I make an incorrect statement on this application, or should I wilfully conceal any material fact, I will, if appointed, be liable to dismissal.

Signed .....

Date .....

If under 18: Parental / Carers Responsibility Given:

Name: ..... Signature: .....

Relationship ..... Date: .....

**Keeping everyone safe – telling us about criminal records**

It is very important to Poole Forum that we keep everyone safe. This post involves regular contact with vulnerable adults, and is exempt from the Rehabilitation of Offenders Act 1974. The successful applicant to this post will be required to complete a Disclosure and Barring Service Check. The check will include all criminal convictions, cautions, warnings and reprimands, whether spent or unspent.

The disclosure of a criminal conviction will not necessarily exclude you from volunteering. There are many offences which may not disqualify an applicant, for example those which are less serious, were committed some time ago, when you were a juvenile or under extenuating circumstances and where there have been no further offences. However, failure to declare any conviction may disqualify you from volunteering, or result in dismissal if information comes to light later.

**Do you have any unspent convictions, cautions, reprimands or warnings? Yes/No**

**If yes, please give details:**

**Nature of offence:**

**Date of conviction, caution, reprimand or warning:**

**Sentence imposed:**

**Do you have any charges pending at the moment? Yes/No**

**If yes, please state the nature of the offence:**

**Name:** .....

**Post applied for:** .....

**Signed:** ..... **Date:** .....

Please return this form with your application form. You may put it in a separate envelope marked "Confidential", addressed to Nikki Brown, Poole Forum Manager, and attach it to your application form.