

**Application Form**

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| Title.……………Surname………………………First name……………………………Address………………………………………………………………………………......……………………………………………………………………………………………Postcode………………………Date of Birth……………….....Telephone Number…………………………..Mobile……………………………………E Mail………………………………………………Dependents……………………………….. Ages………………………………………..Do you have a full driving licence? Yes/No Do you own a vehicle Yes/No Name of next of kin in case of emergencyTitle……………Surname…………………First Name ……………………………….Relationship………………………………………….Telephone number……………………………………**Employment history. Please give details of your entire employment history. (continue on a separate sheet if necessary).**Are you currently employed?Yes/NoIf Yes is this part time or full time? Part/FullDoes your current employer have a programme for volunteers? Yes/NoDoes your current employer fundraise for charity or match funds raised by employees? Yes/No**Employer’s name, address and your job title.**Name……………………………………………………………………………………Address…………………………………………………………………………………Job title…………………………………………………………………………………Date employed………………………From…………………..To……………………...Reason for leaving………………………………………………………………………Brief outline of duties if employed …………………………………………………….…………………………………………………………………………………………..…………………………………………………………………………………………..**Employer’s name, address and your job title.**Name……………………………………………………………………………………Address…………………………………………………………………………………Job title…………………………………………………………………………………Date employed………………………From…………………..To……………………..Reason for leaving………………………………………………………………………Brief outline of duties if employed …………………………………………………….…………………………………………………………………………………………..…………………………………………………………………………………………..………………………………………………………………………………………….**Are you currently seeking part-time or full-time employment? Y/N****Is this full-time employment? Y/N****Is this part-time employment? Y/N****Education**School attended:  Qualifications and grades:  Date obtained:College/Further Education:  Qualifications and grades:  Date obtained:**Training/courses attended**. (Relevant courses and include dates). |

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| Do you have experience of working with children/young adults? Yes/No  If yes please give details:………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………**Previous experience as a volunteer with other organisations.**Do you have experience of voluntary work? If yes please give details:**Organisation’s name and address and voluntary title.**Name……………………………………………………………………………………Address…………………………………………………………………………………Voluntary title………………………………………………………………………….Date..……………………From…………………..To…………………….Reason for leaving……………………………………………………………………..Brief outline of the work you did ……………………………………………………..……………………………………………………………………………………………………………………………………………………………………………………**Organisation’s name and address and voluntary title.**Name……………………………………………………………………………………Address…………………………………………………………………………………Voluntary title………………………………………………………………………….Date.. ……………………From…………………..To…………………….Reason for leaving…………………………………………………………………………Brief outline of the work you did ………………………………………………………………………………………………………………………………………………………..**Special skills/qualifications.**Summarise special skills you have acquired from employment, previous voluntary work or through other activities.……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….Hobbies/Interests:………………………………………………………………………………………………What are some of your greatest strengths/skills you would like to use while volunteering?……………………………………………………………………………………………… How did you hear about Mentor Link?* Press advert
* Article in newspaper
* TV/radio
* Poster
* Leaflet
* Referred by a friend
* Volunteer Bureau
* From a contact using our services
* Talk/presentation

Other please give details ………………………………………Please describe why you want to volunteer with Mentor Link and work with children and young adults?………………………………………………………………………………………………..………………………………………………………………………………………………..………………………………………………………………………………………………..Why at this present time in your life have you chosen to volunteer with us? What do you hope to gain from it?………………………………………………………………………………………………..………………………………………………………………………………………………..………………………………………………………………………………………………..Are you able to commit to a minimum of 6 months volunteering? Yes/No **Volunteering is about giving time and energy to benefit society, the community and people outside your own family. As a volunteer you need to be reliable. Can you give some examples of when you have demonstrated reliability?**………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………Please indicate how much time you have available each month…………………………………………………………………**References**Please give details of two referees (no relatives or close friends) who are able to support your application and have known you for at least 2 years. If you have worked with children and/or young people before, in either a paid or an unpaid capacity, this should be at least one of them.Name………………………………… Name………………………………..Address…………………………….... Address……………………………..………………………………………. ………………………………………Postcode…………………………….. Postcode……………………………..Telephone number…………………… Telephone number …………………..Email address..………………………. Email address…………………………Relationship………………………….. Relationship…………………………*DISABILITY*Date known from:…………to:……….. Date known from:……….to:………..Do you have a Disclosure & Barring Service check? Yes/No**Declaration****I hereby declare that the information given on this application form is accurate and complete. I consent that if, after completing the recruitment process, I decline to take up the role of volunteer mentor, I will reimburse Mentor Link the administration cost associated with providing a DBS certificate and will return this to them for disposal.****GDPR** If you apply to become a volunteer with Mentor Link your information will be stored electronically. This information will not be shared with any other organisations other than Mentor Link and the Schools where you mentor. Some information supplied howevermay be shared with funders of the Charity. We will process your DBS check and periodically will forward lists of current volunteers to the schools and DBS details for OFSTED purposes. Your contact details will only be used to update you of charity appointments, news or events. Prior to attending our Induction Training, we ask all volunteers to inform their Insurance company about their volunteering role with Mentor Link to ensure that their cover specifically includes the role of volunteer. There should be no additional charge for this, but if you have any queries please contact your Recruiter. **I hereby consent to the processing and storage of sensitive personal data involved in the consideration of this application and happy to receive news & information. I also confirm I will inform my Car Insurance Company about my volunteering role with Mentor Link and ensure that I have the additional cover required.** Signed…………………………… Date………………………………..**Thank you for your application form.** **Please note that your application is conditional upon successful completion of our induction process to include a Disclosure & Barring Service check and two satisfactory references.** **Please return to:****Karen Arnold (Warwickshire, Solihull, Herefordshire, Birmingham, Black Country and Community)****Claire Quinn (Worcestershire, Shropshire and Gloucestershire)****Mentor Link****Forum House****First Floor****Anchor Drive****Off Worcester Road****Stourport On Severn** **Worcestershire****DY13 9BZ marked “Private and Confidential”****Or email to:** **Karen Arnold** **Karen.Arnold@mentorlink.org.uk** **Mobile telephone: 07875 438659****Claire Quinn** **Claire.Quinn@mentorlink.org.uk** **Mobile telephone: 07973 572768****Chief Executive Office – Andrea Maddocks MBE Telephone number: 07855 940141**FindUSOnFaceBook twitter birdFollow us on Twitter!**Ethnic monitoring** - please tick which group you identify with most (only one box)***A. White***British o***B. Mixed***White and Black Caribbean o White and Black African o White and Asian oAny other mixed background – please write in***C. Asian.***Indian o Pakistani o Bangladeshi oAny other Asian background – please write in***D. Black***Caribbean o African oAny other Black background – please write inAny other ethnic group – please write in |