

Volunteer Application Form

Thank you for your interest in BulliesOut. As we currently have no salaried staff, volunteers are a key part of our team and your contribution is valued.

BulliesOut is a registered charity, established in 2006, and since then the charity's work has expanded significantly and has designed its core programmes in direct response to the needs expressed by schools, stakeholders, children and young people themselves.

BulliesOut believes in safety and equality of opportunity for all and our mission is to provide anti bullying help, support and information to individuals, schools, youth and community settings. We also aim to increase awareness and accountability through partnerships and networking.

All BulliesOut Volunteers will be trained and supported by us. BulliesOut policies and procedures are in place to guide your work and to help to keep you safe whilst you are volunteering with us.

We aim to make sure that you will find your time with BulliesOut satisfying and rewarding.

Please return this form by post to:

Volunteer Manager, BulliesOut, Unit 16 Sbectrwm, Bwlch Road, Fairwater, Cardiff, CF5 3EF

Please note, as postal charges have changed, to ensure safe delivery it is advised to have the envelope weighed to make sure the correct postage is applied.

From 2010, you will need to ensure you have registered with the ISA (Independent Safeguarding Authority) prior to completing and returning this form.



Application Process

<p>1. Application form completed and returned to BulliesOut within 14 days of receipt</p>	
<p>2. Completed application form received and assessed against role criteria</p>	<p>Successful applicants invited to an Open Day OR Applicant unsuitable for role. Applicant informed by letter</p>
<p>3. If successful, references applied for</p>	<p>Two satisfactory references are required. Any reference where "no comment" has been made is not deemed satisfactory.</p>
<p>4. On receipt of two satisfactory references, Criminal Records Bureau Check applied for</p>	<p>At this stage, at least three forms of identification need to be produced.</p>
<p>5. Successful volunteers invited to complete Induction and Training Programme</p>	<p>Unsuccessful applicants notified in writing.</p>

Volunteer Application Form

This form is not intended as a contract, has no intention of creating a contract or contract of employment with any of its volunteers, at any time now or in the future. The information in this application will be treated as confidential.

Personal Details

Surname:		Title:	
Christian Name/s:		Maiden name or other surname used:	
Date of Birth:		National Insurance Number:	
Address (including postcode):			
How long at this address:			
Previous Address/es including postcode: (If you have lived at the above address less than 5 years)			
How long at this address/these addresses?			
Home Phone:		Mobile:	Work:
Email:			

Please complete the questions below as fully as possible and use an additional sheet of paper if required. This application forms part of a selection process.

1. Which volunteering opportunity would you like to apply for?

Online Mentor
Peer Mentor Coordinator
Hand of Courage Coordinator
Project Manager
Fundraising (please identify which area)
Marketing (please identify which area)
Trustee

2. Do you have any previous personal, professional or voluntary experience that you think would help you in your chosen role with BulliesOut?

3. What would you like to gain from volunteering with BulliesOut?

4. Write a few words about what you feel volunteering involves:

5. Please tell us what skills and qualities you feel you can bring to this role.

Availability

What times are you available to volunteer with us? Please ensure when applying for a specific role that you will be able to commit to the time required.

Mon	Tues	Weds	Thurs	Fri	Sat	Sun

Please note that as the majority of our work is delivered in schools, our workload is varied and unpredictable.

Due to the complexity of our induction and training, volunteers will gain maximum satisfaction by regular commitment over an extended period of time.

Do you have a current driving license? **YES / NO**

Do you have use of a car? **YES / NO**

Are you willing to use public transport? **YES / NO**

References

Due to the confidential nature of our work it is necessary for us to enquire into the suitability of each applicant. Please give the names and addresses of two people who know you well to whom we can apply for character references. These cannot be relatives, and they must have known you for at least **two years**. Please check that they are prepared to be contacted by BulliesOut and to provide a reference for you.

N.B. Referees must not be family members or partners.

Name:	Name:
Address:	Address:
Contact Number:	Contact Number:

Formal Disclosure

BulliesOut accepts and stresses the principle of the Children and Young Person’s Act 1993 that **‘the welfare of the child is paramount in all circumstances’.**

Due to the nature of the voluntary work for which you are applying, an Enhanced Disclosure Check with the Criminal Records Bureau is essential.

Have you ever been convicted of a criminal offence? **YES / NO**

Nature of offence (if applicable):

Do you give your permission for a criminal records check? **YES / NO**

(NB - a previous conviction will not necessarily deter your involvement. Information obtained from the police check will be passed, in confidence to BulliesOut.)

Declaration

The information given is to the best of my knowledge and correct. I understand that deliberate misrepresentation or omission of factual information requested may prevent me volunteering for BulliesOut. This form must be signed by hand.

Signed:

Print Name:

Date:

I.S.A Number:
(from July 2010))

If you are under 18, we will also need your parent or guardian’s signature:

Signed:

Print Name:

Date:

BulliesOut are committed to promoting equality and diversity and welcome applications from all sections of the community.

Equal Opportunities Monitoring Form

BulliesOut provides equal opportunities and fair treatment for all people applying to be volunteers. The charity's established policy is to ensure that no unlawful discrimination occurs, either directly or indirectly, against any person on the grounds of colour, sex, marital status, race, religion, nationality or ethnic or national origin. This form is for monitoring and statistical purposes only and will not be used as part of the selection process. It is not necessary to put your name on it and can be sent in a separate envelope if you prefer. **Please tick the appropriate boxes below.**

Gender:

Male Female
 Transgender Male to Female Transgender Female to Male
 Prefer not to say Other (Please state).....

Age:

16-17 18-24 25-34 35-44 45-54 55-64 65+

Do you consider yourself to have a disability/special need? Yes No

If you are happy to do so, please give details:

If yes, is there anything BulliesOut could do to make training, events or meetings more accessible for you?

Ethnicity:

How do you define your ethnic background? _____

How would you describe your sexual identity?

Lesbian/Gay Woman Gay/Gay Man Bisexual
 Heterosexual Prefer not to say Other, please state.....

What is your religion or belief?

Christian Buddhist Muslim Hindu
 Jewish Sikh None Prefer not to say
 Any other religion (please specify)

How did you hear about volunteering for BulliesOut?

Advert* Website* Volunteer Bureau* Word of mouth Other*

* Please specify