## **Volunteer Application Form**



Please type this form or complete in block capitals

Which of our current voluntary role(s)* are you interested in? *please see current vacancies on http://www.st-gemma.co.uk/volunteering/volun.html													
Personal Details													
Mr		Irs		Miss		Ms		Surn	ame:				
Dr		Other						Addr	ess:				
Forename(s):													
Email address:													
Mot	Mobile:												
Day	Daytime Telephone:												
Evening Telephone:													
References													
Please give names, addresses and contact numbers of two people (for patient facing roles) or one person													
(for	all other vo	lunte	ering	roles, ir	cludin	ig shop	os) we c	an coi	ntact for a	referenc	e (not re	latives).	
1.	Name: Position:												
	Address:												
	Email:												
	Telephone:												
2.	Name: Position:												
	Address:												
	Email:												
	Telephon	e:				-							
			_			-			t Details				
Plea	Please give details of a person who we can contact in an emergency:												
Name:													
Relationship:													
Home phone: Mobile phone:													
Availability for Volunteering													
When are you available?         Mon         Tue         Wed         Thurs         Fri         Sat         Sun         Flexible													
(please tick all that are AM													
PM D D D D D D D													

## **Further Information**

Please summarise any current or previous occupations:

Please give details of any relevant qualifications and/or experience you have:

Do you have any other skills which you think would benefit the Hospice? If yes, please give details:

Please only complete the following section if you are applying for a Hospice-based role. Please tell us about any bereavements you have suffered in the last 12 months:

## **Criminal Records Check**

All hospice-based volunteers are subject to disclosure checks through the Disclosure & Barring Service, under the Police Act (section 5) and as a requirement of the Care Quality Commission. If you are accepted as a volunteer, you will be required to provide original documentary evidence for proof of identity purposes.

Declaration

If accepted as a volunteer at St Gemma's, I agree to maintain the confidential information of the organisation and its service users (without any time limit).

The information provided by me may be held on computer and therefore falls within the provision of the Data Protection Act. I understand that the processing of all data will be as per the above Act.

SIGNATURE:

(Please type your initial and surname above if you are returning the form by email or sign if you are returning by post)

DATE:

If you are applying for a shop vacancy, please return this completed form to the Shop Manager.

Otherwise please email it to volunteering@st-gemma.co.uk

or post to:

Personnel & Volunteers Department, St Gemma's Hospice, 329 Harrogate Road, Leeds LS17 6QD

## **Equal Opportunities Monitoring Form**



Please type this form or complete in block capitals

St Gemma's aims to provide equal opportunities and fair treatment for all volunteers. The information will be used to provide an overall profile of our volunteer base and is only used for monitoring processes. All details are held in accordance with the Data Protection Act 1998.         Gender:       Male       Female       Date of Birth:         Ethnic Origin         Bethnic origin questions are not about nationality, place of birth or citizenship. They are about colour and broad ethnic group. This information is used for monitoring purposes only         I would describe my ethnic origin as follows:       White       Mixed Race       Asian/Asian British         British       White & Black       Indian       Indian         Irish       White & Black African       Pakistani       Indian         Other White       White & Asian       Bangladeshi       White & Caribbean         Black/Black British       Other Ethnic Groups       Caribbean       Other Asian         Chrinese       Not stated       Arrican       Any other group         Other Black       Information is used for monitoring purposes only.       Please mark the box which best describes your religion/faith         I would describe my religion/faith as follows:       Baha'i       Jewish       No religion         Baha'i       Jewish       No religion       Indian	Equal Opportunities Monitoring										
Ethnic origin questions are not about nationality, place of birth or citizenship. They are about colour and broad ethnic group. This information is used for monitoring purposes only         I would describe my ethnic origin as follows:         White       Mixed Race       Asian/Asian British         British       White & Black       Indian       I         Irish       White & Black       Indian       Indian       Indian         Irish       White & Black African       Pakistani       Indian       Indian         Other White       White & Asian       Bangladeshi       Indian       Indian       Indian         Irish       White & Caribbean       Other Asian       Indian       Indian <td colspan="11">be used to provide an overall profile of our volunteer base and is only used for monitoring processes. All</td>	be used to provide an overall profile of our volunteer base and is only used for monitoring processes. All										
Ethnic origin questions are not about nationality, place of birth or citizenship. They are about colour and broad ethnic group. This information is used for monitoring purposes only         I would describe my ethnic origin as follows:         White       Mixed Race       Asian/Asian British         British       White & Black       Indian                 Irish       White & Black African       Pakistani                 Other White       White & Asian       Bangladeshi                 Other White       White & Caribbean       Other Asian                 Black/Black British       Other Ethnic Groups                         Caribbean       Chinese       Not stated                 African       Any other group                         Other Black   I would describe my religion/faith as follows:                                 Baha'i       Jewish       No religion                 Buddhist       Muslim       Not stated	Gender: Male Female Date of Birth:										
White       Mixed Race       Asian/Asian British         British       White & Black       Indian                 Irish       White & Black African       Pakistani                 Other White       White & Asian       Bangladeshi                 Other White       White & Caribbean       Other Asian                 Other Mixed       Other Asian                         Black/Black British       Other Ethnic Groups                         Caribbean       Chinese       Not stated                 African       Any other group                         Other Black   FELIGION/FAITH       This information is used for monitoring purposes only. Please mark the box which best describes your religion/faith                 I would describe my religion/faith as follows:               No religion                 Baha'i       Jewish       No religion                         Buddhist       Muslim       Not stated                         Christian       Sikh	Ethnic origin questions are not about nationality, place of birth or citizenship. They are about colour and										
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Irish       White & Black African       Pakistani         Other White       White & Asian       Bangladeshi         Other White       White & Caribbean       Other Asian         Black/Black British       Other Mixed         Black/Black British       Other Ethnic Groups         Caribbean       Chinese       Not stated         African       Any other group       Other Black         Other Black           RELIGION/FAITH         This information is used for monitoring purposes only.         Please mark the box which best describes your religion/faith         I would describe my religion/faith as follows:         Baha'i       Jewish       No religion         Buddhist       Muslim       Not stated	White	Mixed Race			Asian/Asian British						
Other White       White & Asian       Bangladeshi         White & Caribbean       Other Asian         Other Mixed       Other Asian         Black/Black British       Other Ethnic Groups         Caribbean       Chinese       Not stated         African       Any other group       Other Black         Other Black       ELIGION/FAITH         This information is used for monitoring purposes only. Please mark the box which best describes your religion/faith         I would describe my religion/faith as follows: Baha'i       Jewish       No religion         Buddhist       Muslim       Not stated       Image: Not stated	British	White & Black			Indian						
White & Caribbean       Other Asian         Other Mixed       Other Asian         Black/Black British       Other Ethnic Groups         Caribbean       Chinese       Not stated         African       Any other group       Other Black         Other Black       EELIGION/FAITH         This information is used for monitoring purposes only.       Please mark the box which best describes your religion/faith         I would describe my religion/faith as follows:       Baha'i       Jewish       No religion         Buddhist       Muslim       Not stated       Image: Christian	Irish	White & Black Af	rican		Pakistani						
Other Mixed	Other White	White & Asian			Bangladeshi						
Black/Black British       Other Ethnic Groups         Caribbean       Chinese       Not stated       Image: Chinese in the state in t		White & Caribbe	an		Other Asian						
Caribbean Chinese   African Any other group   Other Black     RELIGION/FAITH   This information is used for monitoring purposes only.   Please mark the box which best describes your religion/faith   I would describe my religion/faith as follows:   Baha'i Jewish   No religion I   Buddhist Muslim   Christian Sikh		Other Mixed									
African       Any other group         Other Black       Image: Constraint of the state	Black/Black British		Other Ethnic Groups								
Other Black     RELIGION/FAITH       This information is used for monitoring purposes only.       Please mark the box which best describes your religion/faith       I would describe my religion/faith as follows:       Baha'i       Jewish       No religion       Buddhist       Muslim       Sikh	Caribbean	Chinese			Not stated						
RELIGION/FAITH         This information is used for monitoring purposes only.         Please mark the box which best describes your religion/faith         I would describe my religion/faith as follows:         Baha'i       Jewish         Buddhist       Muslim         Christian       Sikh	African	Any other group									
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Baha'i  Jewish  No religion    Buddhist  Muslim  Not stated    Christian  Sikh	This information is used for monitoring purposes only.										
Buddhist     Muslim     Not stated       Christian     Sikh	I would describe my religion/faith as follows:										
Christian Sikh	Baha'i		Jewish			No religion					
	Buddhist	Muslim			Not stated						
	Christian	Sikh									
	Hindu		Other								

If you are applying for a shop vacancy, please return this completed form to the Shop Manager, in a sealed envelope with your name written on the outside.

Otherwise please email it to volunteering@st-gemma.co.uk

or post to:

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