The Prince of Wales Hospice

Application Form for Volunteering

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| **Please complete in BLACK INK and BLOCK CAPITALS or TYPE** |

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| Volunteer Position Applied For |
| Volunteer Position Title: |
| How did you hear about volunteering at the Hospice: |

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| Personal Details | | |
| Surname: | Forename(s): | |
| Address:  Postcode: | Mobile Phone: | |
| Home Phone: | |
| Email: | |
| Do you have a current, clean driving licence? | | Yes / No |
| If the role involves driving, do you have use of a car on a regular basis? | | Yes / No |

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| Why do you want to volunteer for the Hospice? |
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| Relevant knowledge, skills and experience  Please tell us about your knowledge, skills and experience, which you feel, are relevant to this role. |
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| Employment/Training History  Please provide a brief overview of your employment/training history which is relevant to this role. |
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| Any Other Training / Qualifications (relevant to role) | | |
| Training | School / College / University | Year Obtained |
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| Membership of Professional Bodies (if relevant to role) | |
| Professional Body |  |
| Membership Registration /  PIN number |  |
| Expiry / renewal date |  |

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| Further Supporting Information  Please provide any other information in support of your application. |
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| References | |
| Please provide the names, addresses and contact numbers of referees. One reference is required for Retail and Fundraising roles and two references are required for other roles. Where possible, at least one referee must be your present or most recent employer. | |
| **Referee 1:** | **Referee 2:** |
| Name: | Name: |
| Job Title: | Job Title: |
| Address:  Postcode: | Address:  Postcode: |
| Telephone Number: | Telephone Number: |
| Email: | Email: |
| Relationship: | Relationship: |

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| Criminal Offences |
| **Please see recruitment information for details of whether this post is subject to a Disclosure and Barring Service Check (DBS Check).**  If so, the following is applicable and must be completed:  The Prince of Wales Hospice is exempt from the provisions of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act (Exceptions) Order 1975. Applicants are not entitled to withhold information about convictions, cautions, warnings, reprimands or binding overs which for other purposes are "spent" under the provisions of the Act. Any information provided will be confidential and will be considered only in relation to the post to which the order applies. Failure to reveal information could lead to a withdrawal of the volunteering opportunity.    Have you ever been convicted or a criminal offence, received bind overs or police cautions?  Yes / No (delete as appropriate). If yes, please provide details on a separate attached sheet. |

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| Relationships/Connections to Hospice |
| Are you related to anyone employed or who volunteers at the Hospice?  If yes, please provide details: |

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| Declaration |
| I declare that the information given on this form and the Equal Opportunities Monitoring Form is accurate and true. I understand that providing misleading or false information will disqualify me from volunteering at the Hospice.  I understand that my eligibility to volunteer may be subject to satisfactory references, registration (if appropriate) and if required, a Disclosure and Barring Service (DBS) check. If a DBS check is required I give permission for the application and processing of this.  The information provided by me may be processed for purposes permitted under the General Data Protection Regulation. Individuals have, on written request, the right of access to personal data held about them. The organisation treats personal data collected during the recruitment process in accordance with its Data Protection and Privacy Policies which are available on our website.  Signature: ...................................................................................... Date: ............................................ |

**This form must be returned with the Equal Opportunities Monitoring Form. These forms can be returned by post or by email:**

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| **Returning by Post:**  HR Team  The Prince of Wales Hospice  Halfpenny Lane  Pontefract  WF8 4BG | **Returning by Email:**  Recruitment@pwh.org.uk |