

Volunteer Application Form

Any information given on this form is confidential and covered by the Data Protection Act 1998



cdas
Stoke-on-Trent
Community Drug
& Alcohol Service

Name:	Preferred Title Mr / Mrs / Miss / Ms
Address:	
Post Code:	
Mobile:	Landline:
E-Mail:	

Are you in recovery from Substance Misuse?	YES	NO
If yes, how long have you been abstinent from substances?		

Your skills and interests (Please tick)		Departments which may interest you (Please tick)	
Admin /Clerical		Admin/Clerical	
Addiction		Assessments	
Catering		Groups	
Computer Skills		Meet & Greet	
Counselling		Aftercare	
Customer Service		Re-Engagement	
DIY/Gardening		Families	
Driving		Reception	
Employment & Education Service		Telephones	
Health & Exercise		Other – please specify	
Holistic Therapies			
Housing & Benefits Advice			
Listening/Befriending/Advocacy			
Media			
Nursing			
Other – please specify			

Stoke-on-Trent Community Drug & Alcohol Service, Wood House, Etruria Road, Hanley,
Stoke on Trent, ST1 5NQ
Tel: 01782 283 113

<u>Experience as a Volunteer</u>
<u>Work Experience</u>
<u>Courses or Training</u> (if relevant)
<u>Hobbies and Interests</u>
<u>Why would you like to be a volunteer with our Service?</u>
<u>Do you have any Criminal Convictions (other than minor driving offences)?</u> Yes / No If yes, please state date and nature of conviction
<u>Approximately how much time would you like to give each week?</u> Please indicate particular days or times

Please give two **independent** referees who would be willing to supply a character reference (these must not be family members)

Name:	Name:
Address:	Address:
Tel no:	Tel no:
Email:	Email:

Thank you for your interest. Please note that we do normally need two satisfactory references and a DBS check before you can start as a volunteer.

Emergency Contact

In the event of an Emergency please complete the following information

Contact Name	
Relationship to you (Please indicate if person is next of kin)	
Tel no	

Recruitment of Ex-Offenders – Many of Stoke-on-Trent Community Drug and Alcohol Service’s volunteering opportunities will involve direct contact with potentially vulnerable people. As such, applications to volunteer are exempt from the Rehabilitation of Offenders Act 1974.

This means that potential volunteers are required to declare their entire criminal record, including cautions, reprimands, final warnings and criminal convictions categorised as ‘spent’ under the above legislation.

Please complete and sign this section. The information provided will be kept confidential.

It will only be disclosed to specific Stoke-on-Trent Community Drug and Alcohol Service staff if/when they are considering you for specific volunteering opportunities (where you may come into contact with potentially vulnerable adults).

Have you ever been convicted at a Court or Cautioned by the Police for any offence?

Yes/No (Delete as appropriate).

If yes, please give details, including date(s) and nature of offence(s).

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I declare the above information is correct

Full Name:

Signature: Date:

If you require further information please contact us on 01782 283 113

**Please return this form to:
Second Floor, Wood House
Etruria Road
Hanley
Stoke-on-Trent
Staffordshire
ST1 5NQ**

**Or e-mail it to:
Jayne.Hughes@bacandoconnor.co.uk**