

# VOLUNTEER APPLICATION FORM

## 1. PERSONAL PARTICULARS

DATE.....

Name..... Surname.....

Preferred name ..... Title (Ms / Mrs. / Mr.)

Date of Birth..... ID Number.....

Marital Status ..... No. of Children.....

County of Origin..... Agency.....

Physical Address.....

.....

Postal Address.....

.....

**If no telephone, please give us a number where we can leave a message for you:**

Contact No (H)..... (W).....

(C)..... (E-Mail).....

## 2. PERSON TO CONTACT IN CASE OF EMERGENCY

Name..... Relationship.....

Address.....

.....

Contact No (H)..... (W).....

(C)..... (E-Mail).....

## 3. EDUCATION (brief outline).....

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.....  
**4. EMPLOYMENT BACKGROUND**

Are you employed/ unemployed/ looking for employment/ retired/ student?

.....  
Current/ previous employment.....

.....  
Name and address of current/previous employer/ place of education.....  
.....  
.....

5. Have you any volunteering experience? Please give details.....  
.....  
.....

6. What is your main Language?

What other Languages are you proficient in?

.....

What are your interests in terms of voluntary work at St Anne's?

- a).....
- b).....
- c).....

Your available times:

- a) Weekly.....
- b) Daily.....
- c) For 6 months.....
- d) Starting when?
- e) Finishing date?

How will you get to St. Anne's?

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7. How did you hear about St Anne's?

8. Why do you want to volunteer for our organization?

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9. Do you have any disabilities or health problems that you feel we should be aware of? Please give details.....

.....

10. Would you be interested in staying at our cottage for short term lease? (International volunteers only) .....

11. Do you hold a current driving license? .....

12. Are there any tasks / activities you would like to avoid for health reasons when volunteering? .....

.....  
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***These are specific volunteer needs of the shelter. If you wish to be considered for any additional tasks, or anyone of these specific tasks, please tick off the ones you are interested in.***

- Reception (Mon. – Friday 09:00 ~ 5:00)
- Assisting with babies (long term)
- Driving (Preferably own car – for daily errands (eg. fetching donations)
- Assisting with organizing donation rooms
- Volunteering over weekends (eg. looking after the children for a few hours, on eg. Mother's Day/ outings for mothers.)
- Volunteering after hours/ at night (eg. during workshops)
- Holiday Programmes (eg. assisting at outings, playing with children)
- After care (school-aged children)

**10. REFERENCES**

Due to the nature of the work you will be doing, we apply for references for all our volunteers. Please give the names, addresses & telephone no's of two referees.

Preferably one employer and NO I family members.

1. Name.....2.Name.....

Address.....Address.....

.....

Tel. no.....Tel. no.....

Position/occupation.....Position/occupation.....

The information given above is, to the best of my knowledge, accurate. I am prepared to allow the above referees to be contacted in respect of the voluntary task I am interested in.

Do you have a driving license? .....

Do you have a criminal record? .....

**11. INDEMNITY**

St Anne’s Homes cannot be held responsible for any injuries/ accidents occurring to me while I am on duty, whether I am on or off the premises.

**If any accident should happen to me, this should be the procedure to follow.**

(Please provide names & telephone numbers).....

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**12. CONFIDENTIALITY CLAUSE**

I do accept the responsibility of keeping all aspects of the work of St Anne’s in highest confidence.

Volunteer Signature.....Full Name.....

Date.....

**OFFICE USE**

Task Allocated.....

Times on Duty.....

Duration of work agreement.....

Specific placement requirement.....

.....

Designated project.....Supervisor.....

Signed by.....

(Volunteer Coordinator)