**Mind BLMK**

**Volunteer Application Form**



**Private and Confidential**

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| **Opportunity interested in:** Mind Matters Volunteer, Bedford | | |
| Please complete all pages of this form as well as the **Equal Opportunities and Disability Monitoring Form**. | | |
| **PERSONAL INFORMATION** | | |
| Name: |  | |
| Address: |  | |
| Tel no: |  | |
| Mobile no: |  | |
| ***Email will be used as the main means of communication and by supplying an email address, it will be accepted as agreement by you to receive communication electronically:*** | | |
| Email address: | |  |

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| **EMERGENCY CONTACT DETAILS** | |
| Name: |  |
| Relationship to you: |  |
| Contact no: |  |
| Health needs: |  |

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| **REFERENCES (Please provide the name and contact details of two people who could act as referees. Neither should be related to you and one should be a previous employer or other professional person if possible.)** | | | |
|  | | | |
| ***Email will be used as the main means of communication and if supplying an email address for a referee, it will be used to request a reference electronically:*** | | | |
| **Referee 1:** | | **Referee 2:** | |
| Name:  Address:  Post code:  Email: |  | Name:  Address:  Post code:  Email: |  |
| Relationship of referee to you: | | Relationship of referee to you: | |

**SKILLS AND EXPERIENCE (To support your application, please use this space to tell us how you meet the requirements for this volunteering opportunity as detailed in the advert)**

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| **ENTITLEMENT TO VOLUNTEER** |
| **Volunteering for Mind BLMK is subject to satisfactory Disclosure and Barring Service (DBS) clearance – this check was previously called a CRB clearance. Mind BLMK will process an enhanced DBS check for you to include regulated activities with adults as well as children. Because of the nature of the work of volunteers in the organisation, the posts are exempt under the Rehabilitation of Offenders Act 1974 and you are required to reveal all convictions, including those that are spent.**  Have you ever been convicted of a criminal offence? Yes No   Have you any pending criminal charges? Yes No   If yes to either of the above, please give details on a separate sheet. This information will be treated in the strictest confidence.  (*Convictions will not necessarily prevent you being offered a volunteering role*) |
| If you are not a member of the European Economic Area, are you entitled to volunteer in the UK? Yes No   Please provide a copy of the necessary documentation to support your right to volunteer in the UK. |

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| **Data Protection Act 1998**  **Information provided by you in this application process will be kept for the purposes of monitoring and will be copied for use during the recruitment process. Once the recruitment process is completed, the data will be stored for a maximum of 6 months and then destroyed. If you are the successful candidate, relevant information will be taken from application papers and used as part of your volunteer record.** |
| **DECLARATION** |
| **I confirm that the information on this form and in any attachments in respect of this application is correct. I understand that false or misleading information or failure to disclose a conviction as defined above, may lead to the withdrawal of a volunteering offer. I also understand that the information may be entered on a computer and, under the terms of the Data Protection Act 1998, will be treated in a secure and confidential manner.**  I understand and agree to the need for confidentiality in all aspects of my role as a Mind BLMK volunteer.  I understand and agree to a period of probation as part of my induction to becoming a volunteer with Mind BLMK.  Signed: Date:  **Please note: By submitting applications electronically you confirm that information supplied is correct. You will be asked to sign and date a printed copy of your application if offered a volunteering role.** |

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| **ADDITIONAL INFORMATION** |
| **The offer of a volunteering opportunity is subject to passing a short informal interview to establish suitability in line with the needs of the organisation, the receipt of acceptable references and a satisfactory DBS clearance.** |

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| **SUBMITTING APPLICATIONS** |
| To return your application please email this form as well as the completed Equal Opportunities and Disability Monitoring Form to: [**clare.anderson@mind-blmk.org.uk**](mailto:clare.anderson@mind-blmk.org.uk) **or post to** Clare Anderson,Mind BLMK, Rufus Centre, Steppingley Road, Flitwick MK45 1AH |



**Mind BLMK**

**Equal Opportunities and Disability Monitoring**

**We aim to provide equal opportunities and fair treatment for everyone. We would like you to complete this form in order to help us understand who we are reaching and to better serve the community. All details will be treated as confidential and are held in accordance with the Data Protection Act 1998.**

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| **Name:** | | | | |
| **Age group:** | **Gender:** | | **Sexual orientation:** | **Religion/Faith:** |
| 17 or under   18-29   30-39   40-49   50-59   60-69   70 and over   Prefer not to say  | Male   Female   The gender ticked above is different from the sex assigned to me  at birth   Prefer not to say  | | Bisexual   Gay man   Lesbian   Heterosexual   Other   *Please specify:*  Prefer not to say  | No religion/faith   Christian (any  denomination)   Buddhist   Hindu   Sikh   Muslim   Jewish   Other   *Please specify:*  Prefer not to say  |
| **Disability:** | | **Ethnicity:** | | |
| **Are your day-to-day activities limited because of a health problem or disability which has lasted or**  **is expected to last for at least**  **12 months?**  No   Yes, limited a lot   Yes, limited a little   Prefer not to say   *If yes, please specify briefly:* | | **White** English / Welsh / Scottish /Northern Irish /British   **White** Irish   **White** Gypsy or Irish Traveller   \*Any other white background   **Mixed** White and Black Caribbean   **Mixed** White and Black African   **Mixed** White and Asian   \*Any other mixed background   **Black** or British African   **Black** or British Caribbean   \*Any other black background   **Asian** or British Indian   **Asian** or British Pakistani   **Asian** or British Bangladeshi   **Asian** or British Chinese   \*Any other Asian background   *\*Please specify:*  Prefer not to say  | | |

**Thank you for completing this form**