

Is there anything else of relevance that you would like to tell us about?

Can you tell us why you decided to apply for this position? What do you hope to gain from the experience?

Can you tell us what your long term goals are?

(For example, are you looking for employment/to return to work, do you want to spend your free time volunteering etc...?)

What do you think are some of the main problems facing your community?

Please indicate below all the times you are available? Please tick:

Monday	<input type="checkbox"/> 9.30 – 1.30	<input type="checkbox"/> 12.30 – 4.30	
Tuesday	<input type="checkbox"/> 9.30 – 1.30	<input type="checkbox"/> 12.30 – 4.30	
Wednesday	<input type="checkbox"/> 9.30 – 1.30	<input type="checkbox"/> 12.30 – 4.30	
Thursday	<input type="checkbox"/> 9.30 – 1.30	<input type="checkbox"/> 12.30 – 4.30	<input type="checkbox"/> 4.00 – 8.00
Friday	<input type="checkbox"/> 9.30 – 1.30	<input type="checkbox"/> 12.30 – 4.30	

Are there any dates that you are unlikely to be available?

What prompted you to apply to be a Citizens Advice volunteer?

(For example, a newspaper article or advert, poster, through a friend or relative, using a CAB yourself)

References

Please provide the names, addresses and e-mail addresses of 2 people (that are not related to you) who can tell us about you. *(For example, an employer, colleague, teacher, someone from your community, someone who knows you well.)*

Reference 1

Reference 2

Name:

Name:

Address:

Address:

Telephone Number:

Telephone Number:

Email:

Email:

PLEASE NOTE: If you are receiving ongoing advice as a client of Citizens Advice St Albans you may be asked to choose between remaining a client or becoming a volunteer, to avoid a conflict of interest.

Signature: Date:

We may need a Disclosure and Barring Service check for some volunteer roles.

Once completed, please return this form to:

Citizens Advice St Albans District, Civic Centre, St Peters Street, St Albans, Hertfordshire, AL1 3JE.

Email: volunteer_recruitment@castad.org.uk

Equal Opportunities Monitoring Information

The CAB service aims to provide equal opportunities and fair treatment for all people applying to be volunteers regardless of race, sex, disability, sexual identity or marital status.

As part of the policy of reaching out to excluded communities and groups, the service is committed to ensuring that bureau staff reflect the community that they serve.

In order to achieve these aims we have a policy of monitoring the composition of bureau staff and volunteers.

As part of this monitoring process we ask for your co-operation in completing the questions in this section. We wish to give you the following assurances:

- The information provided will not form the basis of any part of selection
- The information from the application form will be regarded as confidential and only be used for statistics
- Should you choose not to complete this section this will not affect your application

Do you consider yourself to have a disability? Yes
 No

Please tick as appropriate:

Age: <25
 25-34
 35-44
 45-54
 55-64
 65+

Please tick if you are:

Female
 Male

Please indicate your ethnic group by ticking one box:

White

- British
 Irish
 Other White

Mixed

- White and Black Caribbean
 White and Black African
 White and Asian
 Other Mixed

Black or Black British

- Black Caribbean
 Black African
 Other Black

Asian or Asian British

- Indian
 Pakistani
 Bangladeshi
 Other Asian

Chinese or other Ethnic Group

- Chinese
 Other Ethnic Group

Data Protection Act 1998

As part of the recruitment procedure we may collect and store sensitive personal data about you. We are required by law to obtain your consent to such data being recorded. It is our policy to store data relating to recruitment procedures for up to a year after the date on which it is submitted. Any information of this nature will be treated confidentially.

Sensitive personal data is defined as information relating to any of the following: racial or ethnic origin, political opinions, religious beliefs, trade union membership, health, sexuality or sex life, offences and/or convictions.

For the purposes of the Act the Data Controller is: June Chapman, CEO St Albans District Citizens Advice Bureau

I declare the information given on this form is correct to the best of my knowledge and acknowledge that by signing this form I have given my consent to sensitive personal information being recorded and stored.

Signature:

Date: