**Volunteer Coordinator – Application Form**

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| **Name:** | **Address:** |
| **Title:** |
| **Daytime telephone:** | **Evening telephone:** |
| **Mobile:** |  |
| **e-mail address:** |
| **Please tell us why you are interested in this vacancy.** |
| **Please tell us why you think you are suitable for this role.** *In completing this section, please refer to the Person Specification requirements in the Job Description document.* |
| **When are you available to start?** |
| **Please tell us about any work, voluntary or life experiences you may have that may be relevant to this role (if not already covered above).**  |
| **Please tell us about any training, qualifications that may be relevant to the role.** |
| **Do you have any special needs (for example a disability or health issue) that we should know about? Yes / No****If yes, please provide details** |
| **Under the rehabilitation of Offenders Act 1974, do you have any unspent criminal convictions?** **Yes / No** If yes, please summarise on a separate sheet. Having a conviction will not necessarily stop you from working with us but will need to be taken into consideration when assessing your suitability. |

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| **Please provide the names and contact details of two referees who are not related to you and whom we may contact for a reference** |
| **Name & Position:** | **Referee 1** | **Referee 2** |
|  |  |
| **How you know this person:** |  |  |
| **e-mail address:** |  |  |
| **Address & post code or contact number:** |  |  |
| **I confirm that the information given on this form is correct and that Care and Share Companionship has permission to contact the referees I have provided:** **Signed:**  | **Date:** |

Thank you for taking the time to complete this application form. We aim to respond to you within 2 – 3 working days, if not sooner.

Please send your completed form to:

Teresa Naylor, Service Manager

Care and Share Companionship

E: careandsharecompanionship@gmail.com