



### Volunteering Application Form

Full name:	Preferred name:
Address:	
Postcode:	Contact number:
E-mail:	Date of birth:
Gender:	Ethnicity:

I would be happy to volunteer for the following shifts (tick as many as apply)

- evening (18.00 – 23.00)       night (22.45 – 6.15)       breakfast (6.00 – 9.00)
- combined shift (staying for 2 or more shifts in a night)
- Volunteer to do something else (please suggest what).....

Have you volunteered / worked before?     yes                                   no

Why are you interested in volunteering for *The Living Room*?

Do you have any relevant skills, experience or qualifications, including spoken languages?

Do you have any particular circumstances or health needs that we should be aware of?  
(We ask this so that we can best support you volunteering with us)

References

Please provide details of 2 references. At least one professional reference is needed – voluntary or paid work. They must NOT be related to you.

**Reference 1**

Full name:	E-mail:
Address:	
Postcode:	Contact number:
Relationship:	How long known:

**Reference 2**

Full name:	E-mail:
Address:	
Postcode:	Contact number:
Relationship:	How long known:

The information on this form is true and complete. I give permission to *The Living Room* to contact those individuals listed as a reference, and to initiate a DBS check where necessary. Completion of the application form does not guarantee a volunteer position.

Signed..... Date.....



## DATA PROTECTION STATEMENT

The Living Room Great Yarmouth will process and be in control of the data provided on this form.

The information which you provide in this form and any other information obtained or provided during the course of your volunteering with us will be used for the purpose of assessing your suitability for roles, in emergency situations e.g. to protect life or in a medical situation, and in relation to legitimate interests of our charity. This may involve personal data (e.g. contact details) and sensitive personal data (e.g. health conditions, criminal record)

Personal information held by The Living Room will be processed according to our Data Processing Policy.

You have the right to request access to, rectification or erasure of your data collected as part of this process.

If your application is successful, the information will form part of your volunteer file and we will be entitled to process it for all purposes in connection with your voluntary role. Whether or not you are successful, all personal and sensitive personal information which we hold for you will be deleted / destroyed 24 months after our last contact with you.

You have the right to withdraw your consent at any time and the right to lodge a complaint with the Information Commissioner.

I CONSENT TO MY PERSONAL INFORMATION BEING USED FOR THE PURPOSES AND ON THE TERMS SET OUT ABOVE.

Name:

Signed:

Date: