

# Volunteer Centre Sedgefield Borough

## Volunteer Registration

Thank you for deciding to register as a volunteer. So that we can offer you support and advice please take a few minutes to complete this registration document. You can choose not to answer any question. If you are unsure about any part of this document please ask for advice or assistance.

### Data Protection:

1. At no time will we provide any of your details to a third party without your permission.
2. You have the right to see any information about you that we hold in a retrieval system such as a computer database or paper index system.
3. You have the right to challenge us about any information relating to you we hold in a retrieval system and have this changed.
4. You have the right for your details to be removed from a retrieval system.
5. We may compile statistical data from time to time but this will never include references to a particular individual.
6. In order to keep you up to date with information and events we may include you in our mailing list or email list.
7. We will never sell or give our mailing lists to a third party.

### What will we do with the information you give us?

We will hold your information confidentially. Using the information we will try to match you with volunteering opportunities that appear to suit your preferences and availability. If we find a match we will contact you with the details of the volunteering opportunity; you can then decide if this is something you would like to become involved with as a volunteer or not. If not, we will continue to look for volunteering opportunities that you may be interested in. We will not send your name and contact details to an organisation seeking volunteers unless you have agreed with us that we may do so. We will never send anyone your personal details.

### Criminal Record Certificates

Some opportunities require that a criminal record check be carried on anyone who wishes to volunteer with them. This is often the case if the volunteering involves working with children or vulnerable persons. No criminal record checks will be made without your consent and you have been accepted as a volunteer for an organisation requiring such a check to be made.

### WHEN YOU HAVE COMPLETED THIS FORM PLEASE RETURN IT TO:

Freepost RLUG-YCRZ-AZGB  
CAVOS  
15-17 Festival Walk,  
Spennymoor  
DL16 6AB

# Your Details & Preferences

Mr. Mrs. Miss Ms. *(circle one)*

**First name**.....

**Surname**.....

**Salutation** (Vicky, Mrs Smith etc).....

**Address**.....

**Address**.....

**Address** (Town).....

**Address** (County).....

**Postcode**.....

**Daytime telephone**.....

**Evening telephone**.....

**Mobile**

**Fax**.....

**Email**.....

**Date of birth**.....

**Gender:** Male Female *(circle one)*

**What is your current employment status?**

*(tick one)*

Employed	<input type="checkbox"/>
Houseperson	<input type="checkbox"/>
Non employed	<input type="checkbox"/>
Retired	<input type="checkbox"/>
Student	<input type="checkbox"/>
Unable to Work	<input type="checkbox"/>
Unemployed	<input type="checkbox"/>

**If you can drive what license type**

**do you hold?** *(tick one)*

Car Automatic	<input type="checkbox"/>
Car Full	<input type="checkbox"/>
Car Provisional	<input type="checkbox"/>
HGV - Class 1	<input type="checkbox"/>
HGV - Class 2	<input type="checkbox"/>
HGV - Class 3	<input type="checkbox"/>
Motorcycle	<input type="checkbox"/>
PSV/Coach	<input type="checkbox"/>

**Are you disabled?** No Self Classified *(circle one)*

**How did you hear about the Volunteer Centre?**

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Please take a few minutes to look through the following lists. The Areas of Interest and the Activities that you choose help us to match you with volunteering opportunities.

<b>Areas of Interest</b>		<b>Type of Activity</b>	
Please tick any of the following that interest you:		Please tick any of the following that you would like to do:	
Animals		Administration	
Art and Culture		Advice Work	
Children		Architecture and Building Work	
Disability		Art	
Disaster Relief		Befriending and Buddying	
Domestic Violence		Business, Management and Research	
Drugs and Addictions		Campaigning and Lobbying	
Education and Literacy		Caring	
Elderly		Catering	
Employment		Community Work	
Environment		Computers, Technology and Website Design	
Families		Counselling	
Gay, Lesbian, Bi and Transsexual		Driving	
Health and Hospital and Hospices		Employee and Group Volunteering	
Heritage		Entertainment	
Homeless and Housing		Finance Work	
Human and Civil Rights		First Aid	
International Aid		Fundraising	
Legal Aid and Justice		Gardening	
Mental Health		General and Helping	
Mentoring		Hostel Work	
Millennium Volunteers		Languages	
Museums		Legal Work	
Music		Local Events	
Politics		Marketing, PR and Media	
Prisoners and Ex-Offenders		Music	
Race and Ethnicity and Refugees		National and International Events	
Religion		Officials	
Sport and Outdoor Activities		Practical Work and DIY	
Women's Groups		Retail and Charity Shops	
Youth		Sports Development	
		Teaching, Training and Coaching	
		Trusteeship and Committee Work	
		Under 16 Volunteering	
		Youth Work	

**Please give brief details of any previous voluntary work experience.**

**Please tick each box when you could be available as a volunteer.**

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
AM							
PM							
EVE							

**Which ethnic group do you feel you belong in?** *(tick one)*

White British	<input type="checkbox"/>	Indian	<input type="checkbox"/>
White British (English)	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
White British (Scottish)	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
White British (Welsh)	<input type="checkbox"/>	Other Asian background	<input type="checkbox"/>
White Irish	<input type="checkbox"/>	Black Caribbean	<input type="checkbox"/>
Other White background	<input type="checkbox"/>	Black African	<input type="checkbox"/>
White & Black Caribbean	<input type="checkbox"/>	Other Black background	<input type="checkbox"/>
White & Black African	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
White & Asian	<input type="checkbox"/>	Any other background	<input type="checkbox"/>
Other Mixed background	<input type="checkbox"/>		

**Nationality**.....

This information is true to the best of my knowledge. I give permission for this information to be held confidentiality.

Signed:.....

Date:.....