

Volunteer Application Form



Personal Details

Title:

First name:

Surname:

Phone:

Email:

Address:

Postcode:

Please tell us what has prompted you to volunteer with us.

Please tell us a little about your background and experience, and what you feel you can bring to the charity.

Please tell us your best days that you can work with us.
(We are currently reviewing our opening hours, so please include all days and times you are able to help.)

Signed:

Date:

Please supply the names and contact details for 2 referees.

Name:
Address:
Phone:
Email:

Name:
Address:
Phone:
Email:

We have a variety of tasks that we need help with at our drop-in centre The Gateway, including making up food bags, making hot drinks and meals, sorting incoming item donations, engaging with our visitors, cleaning, and a few others. We can also use help for administration tasks like fundraising and social media.

It would be best if you're available with consistency on a regular day each week.

The first 2 weeks you are with us will be training sessions, which we will endeavour to do on your preferred days. You can then get settled in for a further 2 weeks, after which you will have a chat with the Volunteer Coordinator or the Manager to discuss which area of the organisation you would prefer to work. You'll be able to at least have a taster of every task and activity at The Gateway so that you can make an informed decision.

Once you have been with us for 4 weeks we will ask you to complete a DBS form (Disclosure and Barring Service, a criminal records check), for which we will pay the cost. The DBS outcome is sent directly to your home address, and we'll need to see this once you receive it.

From time to time we run or organise training courses which will be helpful for you. We try to have a choice of days as we are aware that not all can find additional time to come in, and these are sometimes done at the weekend. We try to give as much notice of these as possible. If we think that a training session is essential, we will offer it on more than one day.