

## GLOUCESTERSHIRE DEAF ASSOCIATION

# VOLUNTEER APPLICATION FORM

Thank you for your interest in volunteering for the Gloucestershire Deaf Association. Understanding your knowledge and experience of deafness and hard of hearing issues will help us decide what you as a volunteer can bring to our organisation.

Please complete all sections of this application form and return by email to [volunteering@glosdeaf.org.uk](mailto:volunteering@glosdeaf.org.uk) or by post to: Gloucestershire Deaf Association, Colin Road, Barnwood, Gloucester GL4 3JL. We would be grateful if you can give us as much information as possible so we may match your skills and experience appropriately.

### Section 1: Personal Information

<b>Name:</b>	<b>Date of Birth:</b>
<b>Address:</b>	
<b>Postcode:</b>	
<b>Tel No (day):</b>	<b>Tel No (evening):</b>
<b>Mobile Tel No:</b>	<b>Email:</b>
<b>Please detail any restrictions on daytime calls or email contact:</b>	
<b>Emergency contact name:</b>	<b>Relationship:</b>
<b>Tel No (day):</b>	<b>Tel No (evening):</b>

<b>At what times are you available for volunteering? Mark with an X where appropriate.</b>	
<input type="checkbox"/>	Flexible
<input type="checkbox"/>	Weekdays
<input type="checkbox"/>	Weekends
<input type="checkbox"/>	Daytime
<input type="checkbox"/>	Evenings
<input type="checkbox"/>	Occasional (please explain)

Please list any relevant qualifications, if applicable:	
Do you have any hobbies, interests, or other skills that might be useful to the Gloucestershire Deaf Association:	
Do you hold a current clean UK Driving licence?	YES/NO
Do you have your own transport?	YES/NO

#### GLOUCESTERSHIRE DEAF ASSOCIATION

Colin Road, Barnwood, Gloucester GL4 3JL

Tel: 01452 372999 • Fax: 01452 372288 • Email: [volunteering@glosdeaf.org.uk](mailto:volunteering@glosdeaf.org.uk) • [www.glosdeaf.org.uk](http://www.glosdeaf.org.uk)  
Registered in England No 2692718. A Company Limited by Guarantee Registered as a Charity No 1015937

## Section 2: How would you like to help the Gloucestershire Deaf Association?

Please place an **X** beside the areas you would be most interested in volunteering for:

	<b>Activity/Service</b>	<b>Day and Time</b>
	<b>Office/Admin:</b> Helping out in the GDA office with a variety of general tasks to support staff. Computer skills and familiarity with Microsoft Word essential, as is a good telephone manner and friendly disposition.	Weekdays and preferably afternoons. Suitable for occasional or regular volunteering.
	<b>Hard of Hearing Outreach Service:</b> General assistance with refreshments and chatting to people while they are waiting for their hearing-aids to be cleaned, or manning our Hearing Equipment stand. You would receive hearing equipment training for the latter. Drop-in clinics last around two hours and take place in various venues around Gloucestershire. Meet at GDA.	Weekdays. Suitable for occasional or regular volunteering.
	<b>Hard of Hearing Outreach Service:</b> Assisting with retubing and cleaning of hearing aids at our Drop-in Hearing-Aid Clinics and/or home visits. This is a particularly responsible position and requires patience, good eyesight and dexterity, as well as excellent hygiene standards. Training would be provided. CRB check essential. Own transport and clean driving licence an advantage.	Weekdays. Suitable for occasional or regular volunteering.
	<b>Youth Club:</b> Assisting our Youth Club leaders who run a fortnightly club for 9-17 year-old hearing impaired youngsters. BSL skills required, as is experience of working with children. CRB check essential.	Every other Friday evening during school term time. 7pm-10pm. At the GDA..
	<b>Kids Club:</b> Assisting our Kids Club leaders to run a monthly morning session of play and activities for hearing impaired children up to 8 years of age. BSL skills required, as is experience of working with children. CRB check essential.	One Saturday morning per month 10.30am to 12 noon during school term time. At the GDA or at our Cirencester Deaf Children's Club.
	<b>Lunch Club :</b> Assisting our Lunch Club leader in preparing a meal for senior Deaf people who have BSL as their first language. BSL skills essential. CRB check essential.	One Thursday per month 11am to 2pm, except August. At the GDA.

### GLOUCESTERSHIRE DEAF ASSOCIATION

Colin Road, Barnwood, Gloucester GL4 3JL

Tel: 01452 372999 • Fax: 01452 372288 • Email: [volunteering@glosdeaf.org.uk](mailto:volunteering@glosdeaf.org.uk) • [www.glosdeaf.org.uk](http://www.glosdeaf.org.uk)  
Registered in England No 2692718. A Company Limited by Guarantee Registered as a Charity No 1015937

### Section 3: Your Motivation and Relevant Work Experiences

Please use the space below to answer the following questions:

- 1) How did you hear about the Gloucestershire Deaf Association?
- 2) Why do you want to become a volunteer at the Gloucestershire Deaf Association?
- 3) Please provide us with details of any relevant work experience (paid or voluntary).

### Section 4: Supplementary Information

Do you consider yourself deaf or hard of hearing?	YES/NO
If yes, please state the level of hearing impairment:	Mild/Moderate/Severe/Profound
Do you consider that you have any other disability :	YES/NO
If yes, please give details:	
Do you require any specific arrangements to be made for you to attend an interview? If so, please explain:	
Have you ever been convicted of a criminal offence?	YES/NO
If yes, please give details:	

**GLOUCESTERSHIRE DEAF ASSOCIATION**

Colin Road, Barnwood, Gloucester GL4 3JL

Tel: 01452 372999 • Fax: 01452 372288 • Email: [volunteering@glosdeaf.org.uk](mailto:volunteering@glosdeaf.org.uk) • [www.glosdeaf.org.uk](http://www.glosdeaf.org.uk)  
Registered in England No 2692718. A Company Limited by Guarantee Registered as a Charity No 1015937

## Section 5: References

It is possible that in your voluntary work with the Gloucestershire Deaf Association you may come into contact with vulnerable people. Please give the names of two referees, who must not be members of your family, who have agreed to provide references for you. Both referees must have knowledge of your work, character and integrity.

### REFEREE 1

<b>Name:</b>	
<b>Job title:</b>	
<b>Address:</b>	
<b>Postcode:</b>	
<b>Tel No (day):</b>	<b>Tel No (evening):</b>
<b>In what capacity do you know the above:</b>	

### REFEREE 2

<b>Name:</b>	
<b>Job title:</b>	
<b>Address:</b>	
<b>Postcode:</b>	
<b>Tel No (day):</b>	<b>Tel No (evening):</b>
<b>In what capacity do you know the above:</b>	

## Section 6: Declaration & Confidentiality

### DECLARATION

I certify that the information that I have provided on this form is true and correct. I understand that should any information provided subsequently be found to be false, any position with the Gloucestershire Deaf Association may be terminated without notice.

Signature:

Date:

### Thank you.

Thank you for completing the Volunteering Application Form. As soon as we have received and processed your information we will be in touch to let you know how we will be proceeding with your application. Should your personal circumstances change please let us know.

### Data Protection

The Gloucestershire Deaf Association takes data protection very seriously. Under the terms of the Data Protection Act 1998 the information that you provide us in this application form will be used for internal purposes in matching you to the volunteering opportunities that you have selected. The information will be kept securely for the duration that you choose to volunteer for the GDA. Any contact arising from the information provided in this application form will be undertaken by an authorised member of staff. Your information will not be passed on to any other organisations or third parties without first seeking your permission.

**Please note:** When using standard email communications, such as email links and email forms: the information is not secure while in transit. If you are at all concerned please download the form to complete and return by post to: The Gloucestershire Deaf Association, Colin Road, Barnwood, Gloucester GL4 3JL.

### GLOUCESTERSHIRE DEAF ASSOCIATION

Colin Road, Barnwood, Gloucester GL4 3JL

Tel: 01452 372999 • Fax: 01452 372288 • Email: [volunteering@glosdeaf.org.uk](mailto:volunteering@glosdeaf.org.uk) • [www.glosdeaf.org.uk](http://www.glosdeaf.org.uk)  
Registered in England No 2692718. A Company Limited by Guarantee Registered as a Charity No 1015937

**GLOUCESTERSHIRE DEAF ASSOCIATION**

Colin Road, Barnwood, Gloucester GL4 3JL

Tel: 01452 372999 • Fax: 01452 372288 • Email: [volunteering@glosdeaf.org.uk](mailto:volunteering@glosdeaf.org.uk) • [www.glosdeaf.org.uk](http://www.glosdeaf.org.uk)  
Registered in England No 2692718. A Company Limited by Guarantee Registered as a Charity No 1015937