**volunteer APPLication form**

Thank you for your interest in volunteering at Worcester Cathedral. Please can you complete this form and return it to volunteering@worcestercathedral.org.uk or by post to the address above or by hand.

All personal information provided by you and held on file will be kept confidential and in a secure location.

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| **Information Needed** |
| Surname: |  |
| Forenames: |  |
| Date of birth |  |
| Home address: |  |
| Postcode: |  |
| Home telephone number: |  |
| Mobile telephone number: |  |
| Personal e-mail address: |  |
| Any health conditions that staff/volunteers need to be aware of:  |  |
| Are you registered disabled? | YES / NO (please circle) |
| Next of kin/emergency contact details:* Name:
* Address:
* Postcode
* Home telephone number:
* Mobile telephone number:
* Relationship to you:
 |  |
| **Please indicate volunteer areas in which you are interested in:** |
| Welcomer |  | Learning |  | Guide |  | Fundraising |  |
| Library |  | Gardening |  | Stewarding |  | Shop |  |
| Shop |  | Cafe |  | Communications |  | Maintenance |  |
| Other (please specify): |
| For some areas of volunteering activity, we are required to undertake DBS checks. Should this be required do you agreed to a check being carried out? | **YES / NO** (please circle) |
| How did you find out about voluntary work with us? |  |
| Why would you like to volunteer with Worcester Cathedral? |  |
| Please list any transferable skills or experience: |  |
| Are there any reasons listed below that would stop you from becoming an effective volunteer? |
| Any illness that may interfere with your volunteering? | **YES / NO** (please circle) If yes, please give details: |
| Excluded by any Home Office regulation from volunteering or working in the UK? | **YES / NO** (please circle) If yes, you may not be permitted to offer your services as a volunteer, but we will discuss further with you |
| **References**Please give the name and address of two referees who are not a relative, spouse or partner and have known you for at least 2 years. If you can provide a recent work reference, please do so. |
| Reference 1 | Reference 2 |
| Name: |  | Name: |  |
| Address: |  | Address: |  |
| Phone Number: |  | Phone Number: |  |
| Email: |  | Email: |  |

As a cathedral volunteer, you would be a member of the cathedral’s team and as such share in representing the cathedral to the wider community. This role will therefore require regular safeguarding training, and you may be subject to a DBS check (as required).

**CONVICTIONS FOR CRIMINAL OFFENCES**
NOTICE TO ALL APPLICANTS

Worcester Cathedral prioritises safeguarding children, young people and adults at risk of harm. We have a wide range of activities and there are certain positions and activities that require a DBS check. These positions are included in the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and organisations are entitled to ask an exempted question for which the applicant is required to answer.

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| For voluntary positions **that do require a DBS check** (those that work directly with children and young people or adults at risk) please answer the following question: |
| Do you have any convictions, cautions, reprimands or final warnings that would not be filtered in line with current guidance? | **YES / NO** (please circle) |
| If yes, please give details:*Note: The amendment to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are protected and are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on filtering of these cautions and convictions can be found on the Disclosure and Barring website.* [*https://www.gov.uk/government/publications/dbs-filtering-guidance*](https://www.gov.uk/government/publications/dbs-filtering-guidance) |

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| For voluntary positions **that do not require a DBS check**, please answer the following question |
| Do you have any unspent convictions, cautions, reprimands or warnings as defined by the Rehabilitation of Offenders Act 1974? | **YES / NO** (please circle) |
| If you have ticked yes, please provide more details of your conviction in a sealed envelope. We will take your convictions into consideration during the volunteer selection process. Please note that having any criminal convictions will NOT necessarily prevent you from volunteering with Worcester Cathedral.  |

I confirm that the information I have given on this form is, to the best of my knowledge, true and accurate. I hereby give my consent to the Cathedral processing the data supplied on this form.

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| Signed: |  |
| Date: |  |

**KEEPING IN TOUCH**

Worcester Cathedral would like to keep you updated about our work and how your support makes a difference. We will never sell your data, and it will only ever be used for Cathedral purposes. As part of Legitimate interests, we will write to you unless you tell us to stop.

You can update your communication preferences at any time by emailing:

development@worcestercathedral.org.uk or calling the Development Team on 01905 732912.

You can read our Privacy Policy on www.worcestercathedral.org.uk or on request from the Development Team.

Please tick here to be kept informed about Worcester Cathedral’s events, activities and fundraising via email.

 Please tick here if you would prefer not to be kept informed about Worcester Cathedral’s events, activities and fundraising at all in the future.

**Please return these completed forms to** **volunteering@worcestercathedral.org.uk** **or by post to the address above or by hand.**