

Volunteer Application Form



Thank you for your offer to help with Rugby foodbank.
Sorry, but we do not have the processes in place to work with under 18's, unless it is for a supermarket collection.
In order for us to process your application please would you answer the following questions:

If you have any questions about your application or would like help completing it please contact the foodbank administrator

Rugby foodbank Admin
c/o Hope4
8 Newbold Road
Rugby
CV21 2LJ
Tel: 07557 680019

Email: info@rugby.foodbank.org.uk
www.rugby.foodbank.org.uk

Personal Details:

Title: _____

Name: _____

Address: _____

Postcode: _____

Tel No: _____

Email: _____

Date of Birth: _____

Next of Kin:

Name: _____

Tel No: _____

Relationship: _____

Contact in case of emergency

Name: _____

Tel No: _____

Relationship: _____

References: (please note that referees should not be a close family relation or a foodbank employee, and the individual should have known you for at least a year; preferably one personal and one in a work capacity)

Referee 1 - Name _____

Address _____ Tel No. _____

In what capacity do you know this person? _____

Referee 2 - Name _____

Address _____ Tel No. _____

In what capacity do you know this person? _____

Registered Charity No: | 1126487 Reg in Eng. & Wales

Rugby Foodbank is committed to protecting data privacy and will process your personal data in accordance with the Data Protection Act 1998. Your data will only be used for purposes relating directly to your volunteering activity. It will only be seen by foodbank personnel responsible for your volunteering. It will not be sold or passed to any other organisation. A full data privacy statement for volunteers is available from the foodbank on request.

I would be interested in helping in the following area(s):

- Foodbank Centre Warehouse Marketing/Public relations
 Fundraising Supermarket collections Delivery or Collections
 Driving the van (I have a clean licence and am over 25) Assisting in the admin office

Details of any Specialist Skills:

I am available for:

- One off events eg. supermarket collections, Harvest food sorting,

On a rota for:

Warehouse:

- Wednesday morning 9.30 - 1pm Friday morning from 11am - 1pm

Distribution centre:

- Monday afternoon 12 - 2.30pm Wednesday afternoon 12.30 - 3pm Friday morning 9.30 - 12pm
 Friday afternoon 1 - 3.30pm

Do you have any health problems that we should be aware of? Yes No

If yes, please give details:

Please tell us your previous work experience or qualifications:

Would you be willing for us to submit for a DBS criminal record check if required? Yes No

Do you have any criminal convictions (except those “spent” under the Rehabilitation of Offenders Act 1974)? Nb this does not necessarily prevent you from volunteering

Yes No

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Please state your reasons for volunteering:

Please give us any information you think may be useful to us:

How did you hear about volunteering for Rugby foodbank?

Rugby foodbank is one part of the work of Hope4. If we are not able to place you on a foodbank team for the particular day you are available, would you like to have your details passed on to the Hope4 volunteer coordinator?

Yes No

Data protection: Rugby foodbank will hold your details on file but will not release them to a third party.

I confirm that the above information is complete and correct. I consent to the processing of this data in the consideration of my application and during the course of my volunteering, if applicable.

I confirm that Rugby foodbank have my permission to telephone or write to my referee in connection with my application.

I accept that Rugby foodbank has the right to refuse my offer to volunteer without having to give a reason.

Signature: _____ Date: _____

We would like to add your email address to our newsletter. Please tick to opt in

Please return completed form to:

Rugby foodbank Admin
c/o Hope4, 8 Newbold Road
Rugby, Warwickshire
CV21 2LJ

Thank you!

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Volunteer Confidentiality Agreement

As a volunteer for Rugby foodbank, you may have access to (or may learn of) information of a confidential nature including personal volunteer, donor and/or client details. Confidential information includes the contents of the foodbank operating manual, which should not be disclosed to people outside of the project.

When someone gives us any confidential information, they need to be sure that we will not pass this on to anyone else without their prior permission.

The only exception to this is if you have been party to any information which raises a concern to you, such as a safeguarding matter. In this case, you will be expected to share this with the nominated safeguarding person for the foodbank.

Confidential information includes (but is not limited to) foodbank vouchers, data collection system entries, spoken words and presentations, printed documents, loose notes, diaries, memoranda, drawings, photographs, electronic, magnetic and optical storage, and computer printouts.

Confidentiality Statement

I understand that while volunteering with Rugby foodbank I may come across information that is confidential. I agree that I will never disclose such confidential information to anyone outside of the project, subject to the exception outlined above.

I also agree to respect the intellectual property of The Trussell Trust and not to pass on any foodbank forms or documentation I may use in the course of volunteering for Rugby foodbank to anyone outside of the project.

I understand breaches of this agreement could result in termination of volunteering with the foodbank.

Signed Date

Name.....

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