

**Volunteer application**

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| Contact information | |
|  | |
| Name |  |
| Address |  |
| Postcode |  |
| Home Phone |  |
| Mobile Phone |  |
| E-mail Address |  |

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| Current work/study status | |
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| **Due to safeguarding, volunteers must be over 18. Are you 18 or over?** | * Yes   No |
| **Are you currently studying?**   * Yes * No | Please give details of your university and course and state which year group you are in: |
| **Are you using Support Through Court for a module?**   * Yes * No | Please outline which module and module duration (please ensure you have approval from your university): |
| **Are you currently working**?   * Yes * No | If yes, please give details of your current workplace and role: |
| **What is/was your current/previous profession?** |  |
| **Do you need a permit to work in the UK?**  If you are not a British citizen, you may not need permission to volunteer, but you should check your visa/work status for any restrictions that might apply | * Yes * No |
| **Will you be able to provide proof of identity?**  We require proof of identity for all prospective volunteers (e.g. British passport/European Economic Area identity card/full birth certificate/other identity document). You will be asked to produce the document on your first day at the STC | * Yes * No |

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| Personal information |
| **Do you have any significant health problems or disabilities?**  Yes  No  If YES, please include details below, so we may understand your needs and consider reasonable adjustments; or contact the Manager at the STC where you would like to volunteer. |
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| **Are you currently, or have you recently been, involved in legal proceedings?**  Yes  No  If YES, please contact the Manager at the STC where you would like to volunteer, to discuss how this might affect your application.   |  | | --- | |  |   **Do you have any unspent or pending criminal convictions?**  Yes  No  If YES, this does not automatically mean you will be refused as a volunteer, and your application will be considered in light of the information you give us. Please include details below, or contact the Manager at the STC where you would like to volunteer: |
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| Please list details of education (from secondary schooling/age 13) | | | |  |
| Alternatively, you may attach a comprehensive CV instead | | | |  |
| Secondary School/College/ University etc. | From mm/yy | To mm/yy | Qualification(s) | Grade |
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| Please list details of previous paid or unpaid work within the past 10 years (list the most recent first) | | | |
| Alternatively, you may attach a comprehensive CV instead | | | |
| Organisation | From dd/mm/yy | To dd/mm/yy | Role title |
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| Why are you interested in volunteering for Support Through Court? |
| Please explain why you want to volunteer for the Support Through Court in 200 words or fewer: |
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| Previous experience |
| Please give a brief example of a time when you have provided support to another, demonstrating your empathy and listening skills:   |  | | --- | |  |   Please give a brief example of a time when you have demonstrated problem-solving abilities:   |  | | --- | |  |   Please give a brief example of when you have shown time commitment and reliability to a role or project – for example, this could be previous employment, volunteering, Duke of Edinburgh, or a sponsored event for a charity:   |  | | --- | |  |   Please provide a little detail about your most recent job, course or project and any recent voluntary work you have undertaken:   |  | | --- | |  | |
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| Other skills and languages |
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| If you can speak any languages other than English, please list them below. If you possess any other skills or experiences you think may be useful to STC (fundraising, IT, web design, etc.) please also list them here: |
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| Availability |

Please specify how long you will be able to commit to volunteering with us? Please note that we prioritise applications from candidates that can commit to at least 12 months with us.

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| References | | | |
| Please give the names and addresses of two people (not related to you) who can provide a written reference for you. Ideally, at least one referee should know you in a professional capacity, and one should be of standing in the community (eg. Magistrate/GP/Trustee etc).  Either or both referees may be asked to confirm that there is no reason why you should not work with potentially vulnerable adults. | | | |
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| **First referee** | | **Second referee** | |
| Name |  | Name |  |
| Address |  | Address |  |
| Postcode |  | Postcode |  |
| Home Phone |  | Home Phone |  |
| Mobile Phone |  | Mobile Phone |  |
| E-mail |  | E-mail |  |

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| Agreement and signature | |
| I declare that all of the information included in this application is accurate. | |
|  | |
| Name (printed) |  |
| Signature |  |
| Date |  |

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| Application submission |

**Once your application is complete, please email it to the service location you are interested in volunteering for. Emails can be found on each service location's webpage on our website. To visit our website, please** [**click here**](https://www.supportthroughcourt.org/locations/)

If you are applying for more than one location, please list them in order of first to last choice

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| Home Phone |  | Home Phone |  |
| Mobile Phone |  | Mobile Phone |  |
| E-mail |  | E-mail |  |

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| --- | --- |
| Agreement and signature | |
| I declare that all of the information included in this application is accurate. | |
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| Name (printed) |  |
| Signature |  |
| Date |  |

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| Equal opportunities |
| Support Through Court is an equal opportunities organisation. We never forget the inequality our clients suffer as a result of appearing in court without a lawyer, which can be compounded by their special needs and / or economic or social status. We aim to make sure that equality is:  (1) an essential element of our volunteer recruitment, training and induction programme. Volunteers are only taken on if they are able to support clients with complex and challenging needs.  (2) a core part of our house style and values: all clients are welcomed on arrival and we aim to see clients straight away. If we are made aware of extra needs, we will aim to make reasonable adjustments.  (3) being modelled by staff and volunteers, who challenge inappropriate behaviour or attitudes in STC offices. |

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| **Privacy policy** |

STC’s Privacy Policy regarding processing of your information can be found on our website at <https://www.supportthroughcourt.org/privacy-policy/>. Please also read this in conjunction with our Volunteer Privacy Policy at <https://www.supportthroughcourt.org/media/1886/stc-volunteer-privacy-policy-sep-2018.pdf>.