**Volunteer Application Form**

|  |  |  |  |
| --- | --- | --- | --- |
| **Personal Information:** | | | |
| **Date Completed:** |  |  |  |
|  |  |  |  |
| **Name:** |  | **Date of birth:** |  |
|  |  |  |  |
| **Address:** |  | **Postcode:** |  |
|  |  |  |  |
| **Telephone number:** |  | **Mobile number:** |  |
|  |  |  |  |
| **Email address:** |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Emergency Contact:** | | | |
| **Name:** |  |  |  |
|  |  |  |  |
| **Address:** |  | **Postcode:** |  |
|  |  |  |  |
| **Telephone number:** |  | **Mobile number:** |  |

**Your availability:**

Which days and times are you available to volunteer?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** |
| **Morning** |  |  |  |  |  |
| **Afternoon** |  |  |  |  |  |

**What you hope to gain from volunteering at Reachout?**

Improve CV/employability

Gain experience in community

arts

Get out of the house

Share your knowledge/skills

Develop your knowledge/skills

Improve confidence

Improve self esteem

Meet new people

Other (please specify below)

**Which type of volunteer role would suit you best?**

Support and encourage members to access and set up arts materials

Support individual members/groups with developing projects

Support artists to deliver workshops

Support staff to maintain/organise/tidy studio

Support staff with organisation, set up and delivery of events/outings

Deliver arts/crafts workshops

Other

Please specify (We are open to hearing how you think you could help support members/staff with workshops/events/studio):

**Other information:**

Previous or current work/volunteer roles:

Hobbies, strengths and skills you would like to share whilst volunteering:

Any other relevant information:

**What We Do With Your Information**

* Your personal information will be held safely and securely by Reachout with Arts in Mind for the purpose of supporting the service as a volunteer.
* Consent for volunteers photographs and artwork will be requested by staff as and when required.
* When you cease being a volunteer, the only information we keep on our volunteer service record is your full name, date started and date ended.
* After one year your paper information held in your volunteer file is shredded (Volunteer Profile, signed Data Protection Volunteers Handbook).
* You can re-join as a volunteer of Reachout at a later date if you choose.
* If any information is inaccurate or out of date, please let a member of staff know and we will update it.
* We will not share your information with third parties unless it is to comply with any legal obligation and we will not sell or rent your information to third parties.
* You have the right to see your personal data. Please ask a member of staff for more information.

**I give Reachout With Arts In Mind consent to apply for a PVG Disclosure Scotland check.**  
**Signature: Date:**

I have read the information above and agree to my personal information being stored by Reachout with Arts in Mind as outlined above (in accordance with the provisions of the Data Protection Act 1998 and the General Data Protection Regulation) and to opting-in to communications including email:

Signature: Date: