

# Volunteer Application Form

Thank you for your interest in becoming a volunteer at Canterbury Cathedral.

Please complete all sections of this form and return it via email to [volunteers@canterbury-cathedral.org](mailto:volunteers@canterbury-cathedral.org)

<b>Your details:</b>			
Title		First name(s)	
Surname			
Home address			
Postcode		Telephone number	
Email address			
Date of birth	DD/MM/YYYY		

<b>Emergency contact details (in case of an accident):</b>	
Name	
Home address	
Telephone number	
Relationship to you	

## Applicant questions

**In which department/s are you interested in volunteering?**

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**Are you eligible to volunteer in the UK?**

Please check your Visa Immigration Status if you are unsure.

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**Are you currently employed?**

If so, please provide details of your present employer.

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**Please list any qualifications you feel would be useful for us to know about:**

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## Applicant questions - continued

### **Relevant experience, background and special interests.**

Please give details of previous work experience, special interests and skills that may be relevant, and would be of benefit to the role you are interested in.

If you have worked or volunteered in a role that involved contact with children, young people or vulnerable adults, please provide information and dates.

### **Please use this space to explain why you would like to volunteer at Canterbury Cathedral:**

Please include details of why this role appeals to you, details of any skills you have that are relevant to the role and any attributes you would bring to the role.

## Reasonable adjustments

**Do you have a disability, or any health issues that we should be aware of?**

Please give any details that you think we should know, including any special provisions that may need to be in place for you to volunteer for us.

## Criminal convictions

**Some roles may involve contact with young people and vulnerable adults. Depending on the volunteering role, you may be subject to a check under the Disclosure and Barring Service (DBS).**

Please give details of any cautions or criminal convictions, excluding those defined as 'spent' under the Rehabilitation of Offenders Act 1974.

Please note that having a conviction does not mean that you cannot volunteer with us.

## References

Please supply the names and addresses of two referees, who know you well, but are not related to you (e.g. previous employer, neighbour, head teacher, previous volunteering manager).

Referee 1	
Name	
Address	
Email address	
Relationship to you	

Referee 2	
Name	
Address	
Email address	
Relationship to you	

## Data Protection

Personal information is collected and processed for management and administrative use only and will be held in accordance with relevant data protection legislation (including GDPR and the Data Protection Act 2018) and the Cathedral's Data Protection Policy. Our Privacy Notice can be found on the Cathedral website ([www.canterbury-cathedral.org/privacy-policy](http://www.canterbury-cathedral.org/privacy-policy)).

Records will be retained for as long as specified in the Church of England Records Retention Schedule.

If you have any queries or complaints about how we use your personal information, please contact our Data Protection Office ([dpo@canterbury-cathedral.org](mailto:dpo@canterbury-cathedral.org)).

## Declarations

- I confirm that I would like to be considered for voluntary work, and give my permission for referees to be contacted.
- I certify that to the best of my knowledge, all the information I have given is correct.
- I confirm that I would like to be considered for volunteering and that I give my permission for referees to be contacted.
- I consent to my data being processed for the purposes of fulfilling my role as a volunteer.

Full name	
Date	

*(If you are under 18 years, your parent or guardian should sign this form on your behalf.)*

**Please email your completed form to [volunteers@canterbury-cathedral.org](mailto:volunteers@canterbury-cathedral.org)**

**Canterbury Cathedral is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.**

All our post holders and volunteers are expected to share this commitment.