Volunteer application form

Please complete your application below. We promise to legitimately use the information you provide to manage your volunteer involvement with Sustrans, including progressing your application. We will delete your information five years after the end of your volunteering with us. If you are unsuccessful, your application form will be deleted/shredded.

We will share contact details with relevant Sustrans staff or volunteers to facilitate communication so that we can work together more effectively. Sustrans is committed to protecting your privacy and personal data. For more information visit [www.sustrans.org.uk/privacy](http://www.sustrans.org.uk/privacy).

This form is for volunteers who require a disclosure check as part of their role.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Personal information | | | | | |
| Title: |  | First name: |  | Surname: |  |
| Address: |  | | | Telephone: |  |
| Mobile: |  |
| Post code: |  | | | Email: |  |
| Are you aged 18 or over? | Yes  No (click on box to tick)  If ‘no’, please also submit a [young person consent](https://sustrans.org.uk/media/5194/volunteering_consent_and_supervision_form.docx) form. | | | | |

|  |  |
| --- | --- |
| 2. Getting involved | |
| What volunteer role are you applying for? |  |
| How did you hear about Sustrans’ volunteer programme? | |  |  | | --- | --- | | Sustrans staff  Sustrans volunteer  Friend or family  Employer  Local volunteer centre  Sustrans poster or leaflet | Local press, TV or radio  National press, TV or radio  Sustrans website  External website  Social media  Other, please specify | |
| Depending on your role, you might need a hi-vis vest or tshirt for your volunteer activities. Please indicate which size you would require:  S  M  L  XL  XXL | |

|  |  |  |  |
| --- | --- | --- | --- |
| Formal references – provide details of TWO character referees (not a relative or friend) If you have any difficulty completing this section of the form, please leave it blank as this can be discussed after your application has been received. | | | |
| Name: |  | Relationship: |  |
| Email or postal address: |  | | |
| Name: |  | Relationship: |  |
| Email or postal address: |  | | |

Volunteer application form

|  |  |
| --- | --- |
| 4. Additional support and adaptations needed to carry out this role | |
| Do you require any additional support or adaptions in order to carry out this volunteering role? | Yes  No |
| If ‘yes’ please provide details below (use a separate sheet if necessary) | |
|  | |

|  |
| --- |
| 5. Criminal convictions declaration |
| **Criminal convictions declaration - this will be kept strictly confidential**  Do you have any convictions, cautions, reprimands or final warnings that are not 'protected' as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended 2013)?  Yes  No  Having a conviction doesn’t necessarily prevent you from volunteering with Sustrans. When we talk about your application we can discuss any convictions then. |

|  |  |
| --- | --- |
| 6. Receiving Sustrans updates | |
| You will receive volunteering updates. Please tick this box if you want to stay up to date with the latest news, fundraising, events, ideas for rides and walks on the National Cycle Network, offers and updates on our work from across the UK. | Yes, I’d like to receive the Sustrans monthly e-newsletter |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 7. Your declaration and partnership with Sustrans | | | | |
| When you volunteer with Sustrans you need to sign up to our [volunteer partnership agreement](https://sustrans.org.uk/media/5889/volunteer-partnership-agreement-2016.pdf). This outlines what you can expect from us and what we expect from you. | | | I have read and agree to ‘Your Partnership with Sustrans’ | |
| The information I have provided on this application form is true and complete. I understand that any information later discovered to be incorrect may result in the ending of my volunteer role.  I confirm that I have read and understood this declaration. | | | | |
| Signature: |  | Date: | |  |

Volunteer equal opportunities form

Sustrans wants to meet the aims and commitments set out in its equality, diversity and inclusion policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of who volunteers with Sustrans.

This data will be used for analysis by Sustrans and may be included in external reports or promotion.

We greatly appreciate you providing the following information, however all questions are voluntary.

|  |  |  |
| --- | --- | --- |
| Age | 16 - 17  18 - 24  25 – 34  35 – 44  45 – 54 | 55 - 64  65 - 74  75 - 84  85+  Prefer not to say |
| Gender | Female  Male  Prefer to use own terms  Prefer not to say | |
| Do you consider yourself to be disabled or have a long term health condition? | Yes  No  Prefer not to say | |
| What is your ethnic group? | Asian / Asian British  Black / African / Caribbean / Black British  Mixed / Multiple ethnic groups  White  Other ethnic group  Prefer not to say | |
| What is your employment status? | Student  Unemployed  Employed (full time)  Employed (part time)  Retired | Looking after home / family  Not working due to sickness / disability  Other  Prefer not to say |
| What is your religion? | No religion  Christian (includes Church of England, Catholic, Protestant, and all other Christian denominations)  Buddhist  Hindu | Jewish  Muslim  Sikh  Other religion  Prefer not to say |
| What is your sexual orientation? | Bisexual  Gay / Lesbian  Heterosexual | Prefer to use own terms  Prefer not to say |

|  |  |
| --- | --- |
| For office use only |  |