THE REDWOODS CARING FOUNDATION
CARE VOLUNTEER APPLICATION FORM

Thank you for your interest in volunteering with Redwoods. Please complete this form by printing in black ink or typing

PRIVACY: As a volunteer with Redwoods, the information collected via this form will be used to enable us to fulfil our obligations as an employer, and it will be stored, protected and accessed as set out in the Redwoods Privacy Notice (staff). If you cease volunteering, this form will be confidentially destroyed, with the exception of the Equal Opportunities Monitoring Form, which will be stored but from which you cannot be identified.

SECTION 1 – PERSONAL DETAILS

First name(s)	Surname
Address	Telephone
	Mobile
Postcode	Email
Do you hold a full driving licence?	☐ **Yes** ☐ **No**

SECTION 2 - REFERENCES

Any volunteer position is conditional on receiving two references. **For full time care volunteers Referee 2 must be your Minister / Church / Group leader**	
REFEREE 1	**REFEREE 2**
Name	**Name**
Job Title	**Job Title**
Address	**Address**
Postcode	**Postcode**
Telephone	**Telephone**
Email	**Email**

SECTION 3– AVAILABILITY

It would be helpful to know when you would be available for volunteering with Redwoods. Please give an indication below:
☐ **Monday** ☐ **Tuesday** ☐ **Wednesday** ☐ **Thursday** ☐ **Friday** ☐ **Saturday** ☐ **Sunday**
Times of day (e.g. day time or evening only) …… ……

SECTION 4 – EDUCATION & TRAINING

Please tell us about your education/training since leaving full time education. If you are a school leaver please give details of your school. Please list in date order, with the most recent at the top. *(It does not matter if you do not have anything to list here)*

Name/address of university or college	Course	Date Started	Date Completed	Qualification
Details of any other relevant courses attended				

Professional registration & PVG Scheme

Do you hold any professional registrations? ☐ **Yes** ☐ **No**

If 'yes' please give details:

Regulatory body	Registration Number	Date

Are you a current member of the PVG Scheme? ☐ **Yes** ☐ **No**

If 'yes' please give details: ☐ **Children** ☐ **Protected adults**

PVG Membership Number: ……

Date: ……

SECTION 5 – WORK DETAILS

Are you currently employed?	☐ **Yes** ☐ **No**
If 'yes', is this paid or voluntary?	☐ **Paid** ☐ **Voluntary**
What is your job title?	…… ……..
Name of Employer	
Employer's Address	
Phone	
Email	
Are you currently a student?	☐ **Yes** ☐ **No**
If 'yes', which college/university are you at?	
What course are you studying?	

SECTION 6 – VALUES IN ACTION

As a Christian organisation, all staff are employed on the understanding that they are fully committed to the Purpose, Ethos & Values statement of The Redwoods Caring Foundation. Our purpose states that Redwoods exists to 'demonstrate God's love and His care to people with learning disabilities'.

Have you read this document on our website? YES ☐ NO ☐

Describe briefly when and how you became a Christian, and how being a Christian affects your daily life.
Please tell us where you go to church, and your involvement in church activities.
From whom do you receive your support and encouragement?

SECTION 7 – APPLICATION QUESTIONS

The following questions are to help us gain a better picture of you and why you would like to come and join the team at Redwoods.

Please tell us why you want to volunteer for Redwoods.
Please give details of any professional or personal experience that would be helpful in this work.
What do you hope to gain by being involved in this kind of volunteering?
If you know, or have met, someone with a learning disability, what impact has this had on you?
What are your greatest personal strengths?

What do you most need to improve on?
Please tell us about any interests, activities or hobbies that you enjoy.
Please give any additional information you feel may be useful in support of your application.

SECTION 8

We are exempt from the Rehabilitation of Offenders Act 1974 as we need to protect the public. You are therefore required to declare whether you have any criminal convictions. Your declaration will be treated in the strictest confidence. **All successful applicants will be required to have a PVG Scheme membership.**		
Do you have any criminal convictions?	☐ **Yes**	☐ **No**
Do you have any pending prosecutions?	☐ **Yes**	☐ **No**
If you have answered 'yes' to either of these questions, please give details on a separate sheet		

Did you complete this application form yourself? ☐ **Yes** ☐ **No**
The information that you provide on this form, and that obtained from other relevant sources, will be used to process your application for employment. The personal information you give us will also be used in a confidential manner to help us monitor our recruitment process. By signing the application form we assume that you agree to the processing of any sensitive personal data in accordance with our registration with the Data Protection Information Commissioner, and in line with the Data Protection Act 1998.
I confirm that the information given on this form is truthful and complete to the best of my knowledge. I understand that providing false or misleading information will disqualify me from selection or, if appointed, may result in immediate dismissal. **Signature: ……** **Date: ……..**

Returning the form:

Please make sure you have completed all parts of the application form.

By email **Please attach the completed application form to an email, with 'APPLICATION' in the subject line, and send to**
recruitment@redwoods.org.uk

By post **Please mark your envelope 'CONFIDENTIAL' and send to:**
Managing Director
The Redwoods Caring Foundation
Kirk Farm House
6 Lasswade Road
EDINBURGH
EH16 6RZ

CONTINUATION SHEET (if needed)

If you need more space to answer questions from the application form, please use this page.