

Volunteer Application Form

Please return this form to volunteer@rainbows.co.uk or
Paul Holden, Rainbows Hospice for Children and Young People
Lark Rise, Loughborough, Leicestershire, LE11 2HS



All our volunteer opportunities are open to applicants aged 16 or over

If you have any difficulty in completing this form, please contact the Hospice on 01509 638000

Due to confidentiality and conflict of interest issues, it is Rainbows policy that applications for volunteer roles at the hospice will not be accepted from relatives of children and young people who currently access Rainbows, or who have accessed Rainbows within the last 2 years. Applications to volunteer externally, helping with fundraising or in one of our shops will be considered on a case by case basis.

Due to the sensitive nature of the work carried out at the hospice, it is Rainbows policy that applications for roles involved in the delivery of care will not normally be accepted from individuals who have experienced bereavement in the last six months.

Personal Information

Mr/Mrs/Miss/Ms/Dr/Other:	Home telephone:
Name:	Mobile number/Alternative phone:
Home address: Postcode:	Email address:

About You

Please tell us something about yourself.
Please tell us why you are interested in volunteering for Rainbows.

Private and Confidential

Volunteer Interests

Please tick any areas below that you are interested in or would like to do at Rainbows
Please note we are unable to offer volunteer opportunities in care or family support.

Hospice – Administration

Assisting with administration duties in Reception or one of the other teams. Tasks may include answering the telephone, meeting and welcoming visitors, working with computers, filing, envelope stuffing, etc.

Hospice - Marketing and Communications

To assist with activities and projects within the Marketing and Communications team. To include market research, data input, sending out mailshots, contacting businesses and supporters by telephone.

Hospice – Fundraising activities at the hospice

Helping the team with administration, research, data input, writing letters and contacting supporters by telephone to promote new events and initiatives.

Hospice - Housekeeping

Assisting with cleaning in the building, helping with laundry and ironing, making up rooms, hoovering, dusting, etc.

Hospice - Kitchen duties

Assisting with the preparation of meals for the children, young people and their families, including peeling and cutting vegetables, laying tables, loading/unloading the dishwasher, tidying away and cleaning.

Hospice - Maintenance and DIY

Assisting with small maintenance tasks including painting and decorating, assembling flat-pack furniture, completing small repairs, etc.

Hospice – Gardening

Helping to look after the grounds to make them an enjoyable space for the children, young people and their families. Tasks include weeding, pruning, planting and sweeping.

Hospice – eBay Administrator

Researching, photographing and preparing goods for sale on our eBay site, packing goods for dispatch and assisting with other retail activities. This role may also be based in one of our shops.

Conference and Meeting Support

Support activities in our conference centre by assisting with carparking, meeting and welcoming visitors, serving refreshments, setting out chairs, tables and other equipment.

External - Driving

Driving hospice vehicles to assist with collections and deliveries for the fundraising and retail teams.

External – Fundraising in your community

Fundraising in your local community by either giving talks about the work of Rainbows, developing new relationships or engaging others to set up a 'Friends of group', organising an event or taking out collection tins.

External – Supporting Events

Supporting Rainbows events and other community events by helping to run stalls, marshalling, assist with carparking, man registration desks, serve refreshments, wear the bear costume, sell raffle tickets, run tombolas and other activities, etc.

External – Shops

Preferred location: _____
Assisting in one of the shops helping to serve customers, process donations, price goods, steam clothes and create displays.

Other Skills and Interests

Please indicate if you have any other skills or areas of expertise that you have gained through previous employment, other voluntary work or hobbies and interests that you feel might be helpful to us.

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Volunteering Hours

Please tell us when you are available. Please tick the relevant times that apply:

	MON	TUE	WED	THURS	FRI	SAT	SUN	Other (please specify)
Morning								
Afternoon								
Evening								
Frequency	<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Adhoc <input type="checkbox"/> Other (please specify)							
When would you be available to start?								

References

Please supply the name and contact details of two referees, preferably someone who knows you in a professional or personal capacity. (Not someone who has a close relationship to you)

Title: (Mr/Mrs/Miss/Ms/Dr/Other)	Name:
Address:	Telephone:
	Alternative Telephone:
Postcode:	
E-mail address:	How does this person know you?
I consent to Rainbows contacting the above named referee in accordance with Safer Volunteer Recruitment best practice and the relevant legislation. Yes <input type="checkbox"/> No <input type="checkbox"/>	
Title: (Mr/Mrs/Miss/Ms/Dr/Other)	Name:
Address:	Telephone:
	Alternative Telephone:
Postcode:	
E-mail address:	How does this person know you?
I consent to Rainbows contacting the above named referee in accordance with Safer Volunteer Recruitment best practice and the relevant legislation. Yes <input type="checkbox"/> No <input type="checkbox"/>	

We require you to provide the information in the following sections in accordance with our recruitment practices for work with children and young people and to help us determine how we can utilise your qualifications, training and experience here at Rainbows.

Additional Information

In this section we need you to answer some specific questions	
Do you suffer from any medical condition which may prevent you from carrying out volunteer activities? If yes, please give full details.	Yes/No
Have you been convicted of a criminal offence or been made the subject of any order, civil or criminal, by a court of law? If yes, please give full details.	Yes/No

Please read carefully before signing

- I certify that to the best of my knowledge the information given in this application is true correct.
- I understand that if I have provided false or misleading information in response to any questions or have failed to disclose, this will result in me being asked to stop volunteering for Rainbows.
- I consent to Rainbows Hospice for Children and Young People processing my personal data, as well as my sensitive personal data, for the purpose of processing my application; for equal opportunities monitoring; for purposes of my volunteering; for administrative purposes and for the purpose of complying with applicable laws, regulations and procedures. This will include holding this data electronically on Rainbows systems. Please refer to our Privacy Policy for more information - <https://www.rainbows.co.uk/about-rainbows/charity-information/privacy-policy>
- I understand that no contract exists between myself and Rainbows.

Signature:

Date:

An enhanced DBS disclosure will be required for any volunteer who will have contact with the Hospice. For any roles involving direct contact with the children and young people and their families an enhanced and barring DBS disclosure will be required. For roles within retail and assisting with external fundraising activities and events, a DBS disclosure is not required.

Rainbows Hospice complies with the DBS Code of Practice, a copy of which can be provided on request.