Norwich & Mid-Norfolk Branch
Registered charity No. 206629

Volunteer Application Form

Due to a high volume of applications we receive unfortunately we are only able to reply to those that are successful.

Full Name:
Address: Home phone: Mobile: E-mail address: DOB: Due to insurance restrictions, you must be over 16 to volunteer and 18 over in some roles
Please detail any employment or voluntary work (past or present) which you feel would assist your application *(please include dates and main responsibilities)*
Please detail any experience you have in the voluntary role you are applying for i.e animal handling or customer service which you feel would be of use to us.
Please detail any spare time activities/interests:
Do you hold a full driving licence? Yes / No If yes, do you have your own transport? Yes / No Do you have any driving convictions or penalties? Yes / No
Do you have any criminal convictions? Yes / No Criminal records will be taken into account for recruitment purposes only where the conviction is relevant. Unless the nature of the work demands it, applicants will not be asked to disclose convictions that are spent. This is in line with the Rehabilitation of Offenders Act 1974. Do you have disabilities which we need to be made aware of to assist you in the role? Yes / No If yes, please state –

Please tick to indicate which voluntary roles you are interested in:

[ ] Receptionist - Assisting the general public with their enquiries. Admin experience would be useful but not essential. (Must be over 18 years)

[ ] Home Visitor - Visiting the homes of people wishing to adopt one of our animals. Must have good communication skills. (Must be over 18 years)

[ ] Fundraiser - Help raise funds for the branch during events/collections regularly or as one off. An outgoing personality would suit this role.

[ ] Charity Shop – Assist in the shop with stocking up, presenting and selling goods to the public.
Shops: Norwich (Magdalen St & Queens Rd), Wymondham, Attleborough, Cromer & Sheringham.

[ ] Volunteer Drivers – To assist with transportation of animals. (Must be over 18 years and hold a full clean, driving license)

Please provide the **name, address, email and contact number** of two referees and their relationship to you. These can be personal contacts (but not related to you) and at least one should be a past/present employer.
Please note by providing an email address this speeds up your application time and saves the branch money!

1.	2.
Email Address:	Email Address:

The shift times are:

Home Visitor - This will be as and when you are happy to do them.
Fundraiser – This can be regular or one off events.
Receptionist – Mon – Fri 10.00am – 4.00pm
Charity Shop – any day/time between 9.00 – 16.00 except Sundays.
Volunteer driver – Mon – Fri 10.00am – 4.00pm

For the above roles, please specify which hours you are available to volunteer on the below days:

MON	TUES	WED	THURS	FRI	SAT	SUN

I confirm that the details I have provided on this form are correct to the best of my knowledge.

Signed: Print: Date:

PLEASE SEND YOUR FORM BACK TO:

Volunteer Vacancies
RSPCA Norwich & Mid Norfolk Branch, William Frost Way, New Costessey, NR5 0JS
Or alternatively, please hand it in to one of our charity shops.
Or email to rspca@rspcanorwich.org

Your local Branch is an independently funded charity – all money raised in Norfolk stays in Norfolk