

## Volunteer Application Form

Position applied for:
(To be completed by club - does this require: a CRB check <input type="checkbox"/> Self-disclosure form <input type="checkbox"/> )
Name:
Address
Telephone No:
Emergency Contact Name & Telephone No:
May we use your email address for future correspondence? Yes <input type="checkbox"/> No <input type="checkbox"/>

**Present occupation:**

**Current or most recent employer/school/college:**

**Previous volunteer experience** (please give the name of the organisation and a brief outline of your duties):

**Qualifications** Academic/vocational (i.e. GCSE/NVQ):

**Sporting Qualifications** (please give ID numbers as applicable):

**What kind of skills do you feel you can offer this club/Service Area?**

**Office based skills**

- |  |  |
|--|--|
| Filing/admin <input type="checkbox"/>                  | Word Processing <input type="checkbox"/>             |
| Answering/making phone calls <input type="checkbox"/>  | Using/managing databases <input type="checkbox"/>    |
| Doing accounts/balance sheets <input type="checkbox"/> | Using/managing spreadsheets <input type="checkbox"/> |
| Writing reports and letters <input type="checkbox"/>   | Using PowerPoint <input type="checkbox"/>            |
| Helping with mailings <input type="checkbox"/>         | Desktop publishing <input type="checkbox"/>          |
| Using the Internet (surfing) <input type="checkbox"/>  | Research <input type="checkbox"/>                    |
| Website/page creation <input type="checkbox"/>         | Typing skills <input type="checkbox"/>               |
| Using email <input type="checkbox"/>                   |  |

**Driving**

- |  |   |
|--|---|
| Hold a car license <input type="checkbox"/>  | Minibus driving experience <input type="checkbox"/> |
| Own a car <input type="checkbox"/>           | Hold a PSV/HGV license <input type="checkbox"/>     |
| Own another vehicle <input type="checkbox"/> | Van driving experience <input type="checkbox"/>     |

**Computing**

Have access to a home PC  Have internet access at home   
 Have printing capability

**PR and media – experience of**

Writing press releases  Print media   
 Public speaking  Advertising   
 Broadcast media

**Management skills**

Managing/organising people  Managing/organising projects   
 Managing budgets

**Fundraising**

Helped to organise fundraising events  Involved in fundraising at work

**How many hours a week do you wish to volunteer and when?****If you do not want a weekly schedule, what would you prefer?****What types of volunteering roles are you interested in?**

Club support (kit washing, refreshments etc.)  Club administration   
 Ground management  Club Volunteer Coordinator   
 Club Welfare Officer  Club Coaching Coordinator   
 Club Equity and Ethics Officer  PR and media   
 Coach  Match Official   
 Committee/Board member  Service Area positions   
 Other

**References**

Please provide the names and contact details of two people who know you well (but are not related or living in the same household) who would be willing to give you references.

I confirm that the information I have provided is a complete and true record.

Name:	Name:
Address:	Address:
Postcode:	Postcode:

**Signed:****Date:**

If the applicant is under 18, signature of parent or guardian:

**PLEASE NOTE: SUCCESSFUL APPLICANTS MUST ALSO COMPLETE A CRB DISCLOSURE APPLICATION FORM OR SELF DISCLOSURE FORM AS DIRECTED. I agree to complete a Criminal Records Bureau Disclosure Form/Self Disclosure Form (as directed by the RFL). Yes No**

DATA PROTECTION NOTICE: In accordance with the Data Protection Act 1998, the Rugby Football League (RFL) is committed to ensuring all personal data, including that of a sensitive nature, is used with your consent. By signing this form you are providing your explicit consent to the RFL processing personal data in connection with all matters relating to your application for employment/appointment. Details contained on this form will be limited to those only directly involved in the selection process. A copy of this form will be retained by the Club/SA.