**Volunteer Application Form**

Thank you for the interest you have shown in volunteering for Brooke. To help us identify an opportunity at our offices that is most appropriate to your skills and availability, we would be grateful if you could complete the following form.

**Personal Details**

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
| **Contact phone number** |  |
| **Email address** |  |

To ensure compliance with the Asylum and Immigration Act 1996 all offers of voluntary work are subject to eligibility to work in the UK. Evidence of right to work will be requested at interview stage. Unfortunately Brooke is unable to offer sponsorship to candidates without the right to work.

Please confirm your eligibility to work in the UK by putting an ‘X’ in the relevant box.

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| **I have the right to work in the UK** |  |
| **I do not have the right to work in the UK** |  |

**Voluntary work**

|  |  |
| --- | --- |
| **Regularity of voluntary commitment you would like to make (please put an ‘X’ in the box for all options that apply)** | |
| **Weekly** |  |
| **Monthly** |  |
| **Annually** |  |
| **Ad Hoc** |  |

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| **Please identify what kinds of tasks you are looking to be involved with as a volunteer? For example, administrative tasks.** |
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| **Please identify any skills or abilities you have that you think may be of use to volunteer at Brooke?** |
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| --- | --- | --- | --- |
| **If applicable please identify your level of ability with the following programmes? (please put an ‘X’ in the most relevant box)** | | | |
| **Programme** | **Basic** | **Intermediate** | **Advanced** |
| **Word** |  |  |  |
| **Excel** |  |  |  |
| **Outlook** |  |  |  |
| **PowerPoint** |  |  |  |

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| **Please identify any other programmes you are able to use and your level of ability for each.** |
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| **If applicable which Directorate would you like to volunteer with? Please put an ‘X’ in the box that best suits you. If you do not mind where you volunteer please select ‘No preference’.** | |
| **No preference** |  |
| **Animal Welfare and Support Directorate** *(which includes)*   * *Advocacy and Public Affairs* * *Animal Welfare Capacity* * *Evidence and Research* |  |
| **CEO Directorate** *(which includes)*   * *Governance* * *HR* * *Legal and Compliance* |  |
| **Finance and IS Directorate** *(which includes)*   * *Finance* * *IS* |  |
| **Fundraising Directorate** *(which includes)*   * *Community Fundraising* * *Direct Marketing* * *Legacies* * *Major Relationships* * *Media and Communications* * *Supporter Insight* |  |
| **International Programmes (UK based only) Directorate** |  |
| **Planning and Performance Directorate** |  |

**Referees**

Please provide details of two independent referees that we may contact should your application be successful.

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| --- | --- |
| **Name** |  |
| **Address** |  |
| **Contact phone number** |  |
| **Email address** |  |
| **Relationship to you** |  |

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
| **Contact phone number** |  |
| **Email address** |  |
| **Relationship to you** |  |

**Data protection**

Information from this application may be processed for purposes registered by the Employer under the Data Protection Act 1998. Individuals have, on written request [and on payment of a fee], the right of access to personal data held about them.

I hereby give my consent to Brooke processing the data supplied in this form.

|  |  |
| --- | --- |
| **Name of Volunteer**  **(in capitals)** |  |
| **Signature of Volunteer** |  |
| **Date** |  |

Please return your completed form to [recruit@thebrooke.org](mailto:recruit@thebrooke.org)