**Volunteer Interest Form**

*Thank you very much for your interest in volunteering at Hertfordshire Zoo. As a not-for-profit voluntary sector organisation, Hertfordshire Zoo really welcomes volunteers to assist us to achieve our objectives.*

We’d like to find out a bit more about you, so that we can consider what volunteering might best suit you and whether we have the right volunteering opportunity for you. Please take a little time to complete each section of the form. For some voluntary roles, you may also be asked to complete an additional form. If this is the case, it will be enclosed.

|  |  |
| --- | --- |
| **Volunteer role or main area(s) of interest** |  |

|  |  |  |
| --- | --- | --- |
| On which days might you be available to undertake this voluntary role (please tick)? *We ask for a minimum of 2 days per month & 6 hours per day (****or*** *8am to 4pm if you would like to volunteer on the Animal Park)* | | |
| DAY | √ | Additional Information |
| Monday |  |  |
| Tuesday |  |  |
| Wednesday |  |  |
| Thursday |  |  |
| Friday |  |  |
| Saturday |  |  |
| Sunday |  |  |

|  |  |
| --- | --- |
| **When would you be able to start volunteering?** |  |

|  |  |
| --- | --- |
| **How long will you be able to volunteer for?** |  |

|  |  |
| --- | --- |
| **Do you have any specific requirements that we need to be aware of?** | Yes [ ] No [ ] I*f yes, please give details:* |

|  |  |
| --- | --- |
| **Have you visited**  **Hertfordshire Zoo before?** | Yes [ ] No [ ] |

#### PERSONAL DETAILS

|  |
| --- |
| Title:  First Name(s):  Surname:  Other names you have been known by:  Date of Birth: |
| Address:  Post code: |
| Home 🕿:  Mobile 🕿:  Email address:  **What is your preferred method of contact?** *(please delete accordingly)* Home Telephone/Mobile phone/Email |
| Do you require a work permit to work in the UK? Yes [ ] No [ ]  If yes, what type of Home Office UK Border Agency visa do you currently hold:  Visa expiry date: |

|  |  |
| --- | --- |
| **RELEVENT EXPERIENCE** | |
| **Do you hold a clean current UK driving licence?** | Yes [ ] No [ ] |
| **Are you currently employed?** | Yes [ ] No [ ] |
| **Previous voluntary work?** | Yes [ ] No [ ] |
| **If yes, name of organisation & role:** |  |
| **Main duties performed:** |  |
| **Dates volunteered:** | **From:**  **To:** |

**SUPPORTING STATEMENT**

**We would be grateful if you would state below your motivation for wishing to volunteer with Hertfordshire Zoo. Describe what skills and personal qualities (and where relevant, qualifications) you may be able to bring to this voluntary position. Please also describe what you hope to gain from this volunteering. We like to know about you from this statement, but only write as much as you want to – don’t feel you need to fill in all the space.**

**REFERENCES**

**Please give details of two referees who we can contact. These can be work related referees, education related referees or character referees. Please note, we will not contact referees until a voluntary position is offered.**

|  |  |
| --- | --- |
| Name:  Relationship to you:  Address:  Email address: | Name:  Relationship to you:  Address:  Email address: |

**DISCLOSURE OF CRIMINAL RECORD**

Disclosure of any criminal conviction(s) will not necessarily debar you from association with the Society - this would depend on the nature of the offence(s) and their relevance to this appointment.

Failure to declare previous convictions may prevent your association with Hertfordshire Zoo if it subsequently becomes apparent that you do, in fact, have a criminal record.

Please answer the following question:

**Do you have any unspent convictions, cautions, reprimands or warnings?**

Yes No

If your volunteering will bring you into regular contact with children or vulnerable adults, we may also require you to disclose all previous convictions, even when they are ‘spent.’ You would also need to seek a DBS check. If this is the case for the voluntary role you are undertaking, we’ll let you know.

**ASSOCIATION WITH HERTFORDSHIRE ZOO**

Have you worked (either in a paid or unpaid capacity) at the Hertfordshire Zoo before?

If yes, please give details (dates, role etc.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you related to an employee, volunteer, Fellow or Trustee of the Society?

If yes, please give details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**HOW DID YOU HEAR ABOUT US?**

To help us monitor our advertising, we’d like you to state where you found out about this volunteering opportunity:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE READ THE FOLLOWING DECLARATION CAREFULLY BEFORE SIGNING THIS FORM**

I declare that the information given in this application is to the best of my knowledge complete and correct. I understand that Hertfordshire Zoo reserves the right to seek verification of any information provided. I understand that if it is discovered that I have given false information the voluntary position I have been offered may be withdrawn.

Hertfordshire Zoo complies with the Data Protection Act 1998.

I agree to Hertfordshire Zoo using the information contained in this form for the proper administration of its business and should I be successful I agree that the information will be used as part of the voluntary relationship.

**Thanks again for your interest in volunteering at Hertfordshire Zoo**

**Signature:** **Date:**

**Print:**