

## Career Enhancement Volunteer Application Form

This application form is for those aged 16 and above currently in an educational setting who wish to volunteer with the motivation being to develop and enhance transferable skills for their future career and/or professional development.

If you require assistance in completing this form or require a different format please contact the HHCC and Volunteer Team on 01423 557408 or [hdft.volunteering@nhs.net](mailto:hdft.volunteering@nhs.net)

### Section 1 – Your Details

Title	Forename	Middle name	Surname
<b>Preferred Name</b>			
<b>Date of Birth</b>			
<b>Gender</b>		<b>Ethnicity</b>	
<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Non-Binary <input type="checkbox"/> I do not wish to disclose my gender		<input type="checkbox"/> White - British <input type="checkbox"/> White - Irish <input type="checkbox"/> Any other White background <input type="checkbox"/> Mixed - White and Black Caribbean <input type="checkbox"/> Mixed - White and Black African <input type="checkbox"/> Mixed - White and Asian <input type="checkbox"/> Any other Mixed background <input type="checkbox"/> Asian or Asian British - Indian <input type="checkbox"/> Asian or Asian British – Pakistani <input type="checkbox"/> Asian or Asian British - Bangladeshi <input type="checkbox"/> Any other Asian Background <input type="checkbox"/> Black or Black British - Caribbean <input type="checkbox"/> Black or Black British - African <input type="checkbox"/> Any other Black background <input type="checkbox"/> Chinese or other ethnic group - Chinese <input type="checkbox"/> Chinese or other ethnic group - Other <input type="checkbox"/> Rather not say	
<b>Religion</b>	<b>House Name / No</b>	<b>Street Name</b>	
<b>Town</b>	<b>County</b>	<b>Postcode</b>	
<b>Telephone Number</b>	<b>Mobile Number</b>	<b>Email</b>	
<b>Next of Kin</b>			
<b>Relationship</b>		<b>Contact Number</b>	
<b>Address</b>			

OFFICE USE ONLY			
Folder created:	Y / N	Date:	
Reference Requested:	Y / N	Date Ref 1:	Date Ref 2:
DBS Documentation Requested:	Y / N	Date:	

References Received:	Y / N	Date Ref 1:	Date Ref 2:
DBS Applied for:	Y / N	Date applied for DBS:	DBS Received:
Invited to Induction:	Y / N	Date booked on Induction:	

## Section 2 – Additional Information

<b>Driving Status</b>	
<b>Are you happy to use your own vehicle?</b>	
<b>Employment Status</b>	

## Section 3 – Your interest in volunteering

Please outline your reasons for applying to be a Volunteer:

- What motivated you to pursue NHS Volunteering Opportunities?
- What transferable skills do you wish to learn and enhance?
- What future career goals are you working to pursue?

## Section 4 – Volunteer Positions

Please indicate which Volunteer positions you are interested in by putting an X in the appropriate box(es). Please note we may not have vacancies in your chosen area at the time of application, however we will discuss this with you.

Volunteering Positions	
Administration Duties	
Breast Feeding Peer Support	
Catering Volunteer	
Chaperone	
Chaplaincy	
Driver	
Gardening	
Harrogate Hospital & Community Charity (including The Friends of Harrogate Hospital)	
Harrogate Hospital Radio	
Meal Time Volunteer	
Meet, Greet & Guide	
Pop Up Shop	
Sir Robert Ogden Macmillan Centre SROMC	
Other Skills you wish us to consider	

## Section 5 – References

Please provide the details of 2 referees who must be someone who has known you in a professional capacity either through employment and/or education.

Reference 1	
Name	
Address	
Contact Number	
Email Address	
Relationship to referee:	
How long have you known this person?	

Reference 2	
Name	
Address	
Contact Number	
Email Address	
Relationship to referee:	
How long have you known this person?	

## Section 6 – Availability

Preferred time to help Volunteering

--

**Section 7 – Further Important Information** - please complete all sections

**Disability information**

Do you consider yourself to be disabled? Please delete as appropriate:

Yes

No

If you have answered 'Yes', what support or reasonable adjustments do you think you will need to be made for you to take up a volunteering post within this Trust?

---

---

**Personal Health Information**

Is there anything relating to your health or personal circumstances which you would like us to take into account? Please also detail below any relevant health information.

---

---

**Nationality and immigration status**

Are you a United Kingdom (UK) or European Community (EC) or European Area (EEA) National?  
Please delete as appropriate:

Yes

No

**Non-EU nationals**

If you have answered 'No', not all visas allow you to volunteer. Please supply details of any visa currently held, including number, start/expiry date and details of any restrictions. Please confirm that the visa allows volunteering (if in any doubt you should check with the UK Border Agency)

## Rehabilitation of Offenders Act

Because of the nature of voluntary help given in healthcare, exemption under the Rehabilitation of Offenders Act 1974 applies:

Have you ever been convicted of an offence, or received a Caution, Reprimand or Warning? Please delete as appropriate:

Yes

No

If yes please provide details of the Conviction, Caution, Reprimand or Warning – these will be treated in the strictest of confidence.

---

---

All Volunteers will be required to complete a Disclosure Application for the Criminal Records Bureau.

You may also be required to complete the Trust's Health questionnaire which may or may not result in you being asked to see the occupational health doctor as well as complying with all the NHS Employment Check standards.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please return this form by email to: [hdf.volunteering@nhs.net](mailto:hdf.volunteering@nhs.net) indicating in the subject field which Volunteer post interests you most. Alternatively you may post it to:

HHCC and Volunteer Team  
Planning Department, Trust HQ  
Harrogate District Hospital  
Lancaster Park Road  
Harrogate  
HG2 7SX

**V1.0 June 2022**