



# visibility

listening and responding to people affected by sight loss in the west of Scotland

## Go! Volunteer Application Form

Please write clearly in black ink

Full name:

Title

Forename(s)

Surname:

Home Address:

Postcode:

Private telephone:

Business telephone:

Mobile No:

**e-mail address:**

Database

References

Disclosure



INVESTOR IN PEOPLE

How did you here about Volunteering with Visibility?

Volunteer Centre

Poster / Leaflet

Previous Knowledge

Word of Mouth

Internet

(Where? \_\_\_\_\_)

(How? \_\_\_\_\_)

(Which? \_\_\_\_\_)

Please state previous/current work or voluntary experience. Please highlight any experience, which relates particularly to the area you are interested in.

Please tell us why you would like to be a volunteer with Visibility?

What skills and qualities do you consider you could bring to the Projects?

Please tell us about any hobbies or interests that you have.

Do you need any specific help to carry out voluntary work e.g. wheelchair access, printed materials in alternative formats. If yes, please give details.

When would you to be available to start Volunteering?

How many hours would you like to do?

- .....Hours Per Week
- .....Hours per Fortnight
- .....Hours Per Month
- .....Other, please State

References:

Please provide details of 2 people (not relatives) who are willing to act as referees and who have known you for at least 3 years.

Please note that we will contact these people on receipt of this form unless you say otherwise. If the three-year period causes problems please contact Visibility for advice.

(1) Name: .....

Job title: .....

Address: .....  
.....

Telephone:.....

(2) Name: .....

Job title: .....

Address: .....  
.....

Telephone: .....

Signature.....

Date.....

All volunteer information is kept confidential within the organisation. Visibility is registered under the Data Protection Act, which permits the storage of information in computer/manual files and you are entitled to access any information held about yourself. This information is used during your involvement with Visibility for purposes of matching volunteers with projects or people; sending newsletters and updated information. If you have any objections about your information being kept please inform us immediately.

Information will be kept for the duration of your voluntary service. When a volunteer leaves information will be destroyed within two months unless the volunteer requests that we keep the data for future reference purposes.