



Volunteer application and emergency contact details

Norfolk County Council warmly welcomes applications for volunteering opportunities from all sections of the community. It is a fundamental principle of our policies that all people are equally valued regardless of their gender, age, disabilities, race, ethnic origin, language, religion or sexual orientation.

Please note that depending on the volunteering opportunity you may be asked to provide other documentation or undertake a Disclosure and Barring Service (DBS) Check.

Please complete this form as fully as possible.

Contact Information

Volunteer Role:	Location:
-----------------	-----------

Name:	Are you under 18?
Please state preferred title:	Are you under 16?

Address:	Tel no.:
	Mobile no.:
Postcode:	Email:

References

Please provide the name and address of two referees who have known you for at least 3 years (10 years if role involves working regularly with children or young people):

1.	2.
Relationship Tel. Email	Relationship Tel. Email

Emergency Contact Details

Please give details of somebody we can contact in an emergency.

Name:	Relationship:	
Address:	Home Tel no.	
	Work no.	
	Mobile no.	

Availability

Please indicate when you can be available

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning							
Afternoon							
Evening							

Other availability (e.g. once a month): _____

Volunteer Application – Additional Information

Please explain why you are interested in this volunteering opportunity with Norfolk Museums Service. Include details of your skills, knowledge and experience, or any qualifications that equip you for this opportunity and what you would like to gain from volunteering with us.

So that we can offer you appropriate support in your volunteer role, please let us know about any health problems or medical conditions that you think might affect the type of volunteer duties that you can do.

Disclosure of Criminal convictions and Rehabilitation of Offenders Act 1974

Depending on the post that you are applying for the opportunity may be subject to the receipt of a satisfactory disclosure from the Disclosure and Barring Service. The presence of a criminal record will not necessarily prevent the volunteering opportunity with Norfolk County Council.

Please make the following declaration and tick the appropriate box.

- I have nothing to declare I have information to declare

Declaration

I agree that personal data relating to me which has been obtained by Norfolk County Council, including the personal data given to me on this form, may be held and processed either on computer or in manual records and may be disclosed to officers and authorised employees of the Council and used by the Council for any purpose relating to my voluntary work for the Council.

I understand that any volunteering opportunity provided will be subject to the information on this application form being complete and correct. I authorise Norfolk County Council to make any appropriate checks which may be necessary in relation to the post I have applied for. False information, or failure to supply the details required in this application form could make a volunteering opportunity invalid or lead to termination of the agreement.

Where the volunteering opportunity requires you to work with vulnerable adults, children or young people please confirm that you are not disqualified from working with children or subject to sanctions imposed by a regulatory body.

Signed	Date
--------	------

The information on this form will be stored and used in accordance with the Data Protection Act 2018. Read our [privacy notice](#) for more information.



Supported using public funding by
**ARTS COUNCIL
ENGLAND**