**Volunteering at GINA: Application Form**

We have a range of volunteering opportunities available at GINA & in some instances, we can be flexible in adapting roles to suit the experience you’re looking for. If you’ve got some magic to bring to GINA HQ, we’d love to hear from you.

**Please return your completed form to Lucy via email:** [**hello@gina.uk.com**](mailto:hello@gina.uk.com)

**What type of volunteering role are you looking for?** *Please tick all that apply.*

Administration

Marketing & Communications

Fundraising

Client – focused

Creative/Art & Design

Service/Product/Resource Design & Development

Other: please specify……………………..

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| --- |
| **How did you hear about GINA?** |
|  |

**Personal Details**

|  |  |
| --- | --- |
| **Name:** |  |
| **Address:** |  |
| **Contact Number(s):** |  |
| **Email:** |  |

**Availability**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Morning** | **Afternoon** | **Evening** |
| **Monday** |  |  |  |
| **Tuesday** |  |  |  |
| **Wednesday** |  |  |  |
| **Thursday** |  |  |  |
| **Friday** |  |  |  |
| **Saturday** |  |  |  |
| **Sunday** |  |  |  |

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| **Please say more about the kind of volunteer role you are interested in & why, including the range of skills & experience that you can bring to the role?** |
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| **What attracted you to a volunteer role at GINA? Why would you like to join GINA HQ?** |
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| **Any other info you’d like to share or anything else you’d like to tell us about you? You can also use this space to ask any questions or queries about a volunteer role with GINA.** |
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|  |  |
| --- | --- |
| **Please give the names of two referees (NOT friends or relatives) who are willing to provide a written reference:** | |
| **Name:**  **Address:**  **Email:**  **Phone Number:**  **Relationship to you:** | **Name:**  **Address:**  **Email:**  **Phone Number:**  **Relationship to you:** |

**I confirm that I am over 18 years old**

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| --- |
| **Signature:** |
| **Date:** |

**Equal Opportunities Monitoring Form**

In accordance with our Equal Opportunities Policy, GINA will provide equal opportunities to all volunteers, employees and job applicants and will not discriminate either directly or indirectly because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality and ethnic or national origins), religion or belief, sex and/or sexual orientation. To ensure compliance with our Equal Opportunities Policy, a system of monitoring has been set up. We have only asked for your name so that monitoring can take place both at the shortlisting for interview stage and at the appointment stage (if applicable). Once an appointment has been made, the data given on this form will be stored on computer in an anonymised format and the form will be destroyed. You may decide not to answer one or any of the questions on this form but if you do respond, all information provided will be treated completely confidentially and will be used solely by Human Resources for equal opportunities monitoring. The monitoring form does not form part of your application and will therefore be detached from it on receipt and stored separately. Thank you for your assistance in completing this form.

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| --- | --- |
| Role applied for: | Title: |
| Name: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male | | Female | Prefer not to say |
| Prefer to self-describe: | | | |
| Marital status: | Single | | Married/Civil partnership | Prefer not to say |
| Other, please specify | | | |
| Age: | Under 18 | | 31 – 40 | 61 – 65 |
| 18 – 21 | | 41 – 50 | Over 65 |
| 22 – 30 | | 51 – 60 | Prefer not to say |
| Sexual orientation: | Bisexual | | Heterosexual | Homosexual |
| Prefer not to say | | Prefer to self-describe: | |
| Disabilities: | None | Physical, please specify: | | |
| Prefer not to say | Mental, please specify: | | |
| Race / Colour / Nationality / Ethnic Origin: | **White**  English  Scottish  Welsh  Irish  Other white background: \_\_\_\_\_\_\_\_\_\_\_\_  **Mixed**  White & Black Caribbean  White & Black African  White & Black British  Other mixed background: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Asian**  Indian  Pakistani  Bangladeshi  Chinese  British  Other Asian background: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Black**  Caribbean  African  British  Other black background: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Another ethnic group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Prefer not to say | | | |
| Religion: | Christian  Catholic  Jewish  Sikh  Muslim  Hindu  Buddhist  Rastafarian  None  Other religion: \_\_\_\_\_\_\_\_\_\_  Prefer not to say | | | |

Please show that you understand and have read the relevant information on the processing of your personal data by singing below:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Applicant)*