



## Volunteer Application Form

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Thank you for your interest in volunteering with our organisation. Please complete the attached volunteer application form, which requests your basic contact information and a brief explanation of your interest in volunteering with us. Kindly submit your completed form via email to [volunteers@dazinthehat.com](mailto:volunteers@dazinthehat.com). If you do not have access to email, please print the form and mail it to the address provided at the bottom of this document. Ensure all entries are typed or handwritten clearly in capital letters, preferably using black ink.

<b>Personal Information:</b>	
<b>Title: (Mr. Ms. Mrs. Miss)</b>	
<b>First Name:</b>	
<b>Surname:</b>	
<b>Address:</b>	
<b>Contact Number: Home</b>	
<b>Contact Number: Mobile</b>	
<b>Email Address:</b>	

Please tell us which volunteer role you are applying for and why you want to volunteer with Daz In The Hat Radio, please include what you hope to get from your experience with us. This can include any relevant voluntary or paid experience, or any qualifications, hobbies or interests that you have had that you feel would help you undertake the role that you are applying for. If you need more space, please use the blank space titled (01\_volunteer\_extended) at the end of this document.

<b>Volunteer Role &amp; Why you'd like to volunteer</b>



Please tell us if you have volunteered before. We would like to know where you volunteered, company name, position applied for and how long you volunteered for.

#### Have you volunteered previously?

Please tell us if you have any other skills or interests that may be of use to the volunteer position you are applying for.

#### Skills and Interests:

We are very interested to hear where you heard about our great volunteer opportunities? Did you hear about it through our website, a radio show or just through word of mouth? etc.

#### How did you hear about our volunteer opportunities?



Please note that certain volunteering opportunities are contingent upon show schedules, including show presentations and timings. Role descriptions may specify a minimum weekly commitment. We kindly ask volunteers to commit to a minimum of six months, to accommodate the time required for induction and training of new volunteers.

All show submissions must be provided in MP3 format at least two days prior to the broadcast date. Each show should be either 60 or 120 minutes in length. Please be aware that all roles are remote.

Could you please let us know how many hours you are able to volunteer with us?

Availability					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM					
PM					
We may have community events on a Saturday or Sunday. Would you be willing to volunteer on a weekend?					

Do you own a Full UK Drivers License and / or your own Transport?	
Driving licence:	
Your own transport:	

Do you have any particular needs that we should be aware of? This is so we can support you when volunteering with us.

Please provide us with the names of two people who can provide you 2 references. For some roles we will only contact one referee e.g., office-based volunteering. Referees must be over the age of 18 and must not be related to you. These can be previous employers, college or university tutor, personal acquaintances (friends) or anyone else who can comment on your suitability for the volunteer role. Referees should have known you for at least two years.

Referee – 01	
Full Name:	
Address:	
Telephone:	
Email:	
How do you know this person?	

**Referee – 02**

<b>Full Name:</b>	
<b>Address:</b>	
<b>Telephone:</b>	
<b>Email:</b>	
<b>How do you know this person?</b>	

As your role may involve you working with young people and vulnerable adults, we may require you to complete a DBS disclosure. Please answer as honestly as you possibly can.

<b>Declaration of DBS / Criminal Offence(s)</b>	<b>Yes</b>	<b>No</b>
<b>Are you willing to undertake Disclosure and Barring Service (DBS):</b>		
<b>Have you been convicted of a criminal offence (other than ‘spent’ convictions) under the Rehabilitation of offenders Act 1974:</b>		
<b>If you answered “yes” to having a criminal offence conviction, please provide details here:</b>		



## Volunteer\_Extended\_01

## Any other useful information.

**Data Protection: Important Information**

As part of the volunteer recruitment procedure we will collect and store sensitive personal data about you. We are required by law to obtain your consent to such data being recorded. It is our policy to store data relating to the volunteer recruitment procedures for a minimum of 12 months after the date on which it is submitted. Any information of this nature will be treated confidentially.

Sensitive personal data is defined as information relating to any of the following; racial or ethnic origin, political opinions, religious beliefs, trade union membership, health, sexuality or sex life, offences and/or convictions.

For the purposes of the Data Protection Act 1998, the Data Controller is company director, Darrel Hull. When Signing this form (declaration), you are giving Darrel Hull of Daz in the Hat Radio, consent to this data.

I declare that the information in this application form is correct to the best of my knowledge and acknowledge that by signing this form I give my consent to sensitive personal information being recorded and stored securely by Daz In The Hat Radio. If filling this form in online, typing your name in the signature box is classed as an electronic signature and will be accepted.

**Declaration of information Submitted****Print Name:****Signature:****Date:**

We will contact you via email unless you notify us otherwise. Please check the box if you wish to receive correspondence by post:

Thank you for completing this application form and your interest in volunteering with Daz In The Hat Radio. Please return this form via email to "volunteers@dazinthehat.com" or send a hard copy to our office address below.

Office Address: Darrel Hull (Daz in the Hat Radio)  
46 Waterfront Mews  
Apperley Bridge  
BD10 0UR  
West Yorkshire, United Kingdom

Website: [www.dazinthehat.com](http://www.dazinthehat.com)