

## Career Enhancement Volunteer Application Form

This application form is for those aged 16 and over, 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.

As a Team, we ask for a minimum commitment of 50 hours from Volunteers on this pathway.

Following this, you will be awarded a certificate as evidence of your dedication to your role and will be invited to continue your Volunteer role through broader shadowing opportunities within the NHS and Harrogate Integrated Facilities (HIF), in your specific area of interest.

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

### Section 1 – Your Details

Title	Forename	Middle name	Surname
Preferred Name		Preferred Pronoun	
Date of Birth			
Gender	Ethnicity		
<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"/> Any other Asian Background <input type="checkbox"/> Any other Black Background <input type="checkbox"/> Any other Mixed Background <input type="checkbox"/> Any other White Background <input type="checkbox"/> Asian or Asian British - Bangladeshi <input type="checkbox"/> Asian or Asian British - Indian <input type="checkbox"/> Asian or Asian British - Pakistani <input type="checkbox"/> Black or Black British - African <input type="checkbox"/> Black or Black British - Caribbean	<input type="checkbox"/> Chinese or other ethnic group - Chinese <input type="checkbox"/> Chinese or other ethnic group – Other <input type="checkbox"/> Mixed - White and Asian <input type="checkbox"/> Mixed - White and Black African <input type="checkbox"/> Mixed - White and Black <input type="checkbox"/> White - British <input type="checkbox"/> White - Irish/Scottish/Welsh <input type="checkbox"/> I do not wish to disclose my ethnicity	
Religion (Optional)	Sexual Orientation (Optional)		
	<input type="checkbox"/> Asexual <input type="checkbox"/> Bisexual and/or Pansexual <input type="checkbox"/> Gay <input type="checkbox"/> Heterosexual	<input type="checkbox"/> Lesbian <input type="checkbox"/> Queer <input type="checkbox"/> I do not wish to disclose my Sexual Orientation	
	House Name / No	Street Name	
Town	County	Postcode	
Telephone Number	Mobile Number	Email	
Next of Kin			
Relationship		Contact Number	
Address (if not same as above)			

## Section 2 – Additional Information

<b>Driving Status</b>	
<b>Are you happy to use your own vehicle?</b>	
<b>Employment Status</b>	
<b>Where did you hear about Volunteering with Harrogate District NHS Foundation Trust?</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?

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## 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 during a placement call.

Volunteering Positions	
<b>Administration Duties</b>	
<b>Breast Feeding Peer Support</b>	
<b>Catering Volunteer</b>	
<b>Chaplaincy</b>	
<b>Driver</b>	
<b>Gardening</b>	
<b>Harrogate Hospital &amp; Community Charity</b>	
<b>Meal Time Volunteer</b>	
<b>Meet, Greet &amp; Guide</b>	
<b>Pharmacy</b>	
<b>Phlebotomy Administration</b>	
<b>Staff Store</b>	
<b>Sir Robert Ogden Macmillan Centre SROMC</b>	
<b>Ward Visitor</b>	
<b>Skills you wish us to consider</b>	

## Section 5 – References

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

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

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

## 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?

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### 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.

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### 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

Not all visas allow you to volunteer. If you have answered 'No'. 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

Due to 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.

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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