

VOLUNTEER OPPORTUNITY FORM

**OFFERDED BY:** *(e.g. “Voluntary Action Islington on behalf of City Farm”)*

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**TITLE: (***the name of the volunteering opportunity (Please use 70 Characters of fewer and do not include the word “volunteer,” e.g. "Farm Aide supporting general farm tasks")*

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**OFFERED FOR:** (*e.g. “City Farm”)*

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**APPLICATIONS TO:** *(persons dealing with the initial inquiry at role of location e.g. “City Farm”)*

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**LONG DESCRIPTION:** *(detailed description of the role)*

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**WHAT ARE YOU LOOKING FOR:** *(e.g. adaptable, fond of animals, plus any necessary qualifications)*

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**PRACTICAL CONSIDERATIONS:** *(things you’d like you volunteers to know, e.g. disabled access, expenses offered)*

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**REQUIREMENTS: *(****things your volunteer will need for the role, e.g. driving licence, fluent English, CRB check):*

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**SUITABILITY:** (*those for whom your role would be particularly suitable, e.g. students, older people, employee groups, those with limited mobility etc.):*

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**NUMBER OF VOLUNTEERS REQUIRED** *(optional)*

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**INTERESTS:** *(i.e. would particularly suit those with interest in (indicate up to five categories)*

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| **ENVIRONMENTAL** | **PROFESSIONS** | **HEALTH AND SOCIAL CARE** |
| [ ]  Environment  | [ ]  Media | [ ]  Hospices  |
| [ ]  Animals | [ ]  Marketing  | [ ]  Medicine  |
| [ ]  Wildlife  | [ ]  IT | [ ]  Mental Health  |
| [ ]  Conservation  | [ ]  Health & Safety  | [ ]  Addiction  |
|  | [ ]  Retail | [ ]  Social Care  |
|  | [ ]  Legal  | [ ]  Disability  |
|  |  | [ ]  Veterans and Armed Forces  |
| **CULTURE AND SPORTS**  | **CRISIS AND POVERTY**  | **CRIME AND JUSTICE**  |
| [ ]  Drama  | [ ]  Crisis Support  | [ ]  Justice  |
| [ ]  Music | [ ]  Poverty  | [ ]  Crime  |
| [ ]  Art | [ ]  Hunger | [ ]  Prisoners  |
| [ ]  Film | [ ]  Food banks | [ ]  Ex-offenders |
| [ ]  Craft | [ ]  Housing | [ ]  Victim Support |
| [ ]  Performance  | [ ]  Homeless | [ ]  Domestic Violence  |
| [ ]  Festivals | [ ]  Unemployed | [ ]  Civil rights  |
| [ ]  Public events  | [ ]  Emergency services | [ ]  Politics  |
| [ ]  Recreation  | [ ]  International Aid |  |
| [ ]  Sport | [ ]  Disaster relief  |  |
|  | [ ]  Refugees  |  |
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| **EDUCATION**  | **PEOPLE, YOUTH AND FAMILY**  | **COMMUNITIES**  |
| [ ]  Education | [ ]  Families  | [ ]  Immigrants  |
| [ ]  Literacy  | [ ]  Children  | [ ]  Race and ethnicity  |
| [ ]  Libraries  | [ ]  Young people  | [ ]  LGBT |
| [ ]  Museums  | [ ]  Older people  | [ ]  Faith |
| [ ]  Heritage  |  | [ ]  Women  |
|  |  | [ ]  Men  |

**SKILLS VOLUNTEER WILL DEVELOP:** *(indicate up to five categories)*

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| **OFFICE**  | [ ]  Construction  | **TEACHING & TRAINING** |
| [ ]  Administration  | [ ]  DIY/Odd Jobs  | [ ]  Teaching  |
| [ ]  Receptionist  | [ ]  Catering  | [ ]  Coaching |
| [ ]  Research | [ ]  First Aid  | [ ]  Training |
|  | [ ]  Driving  | [ ]  Youth work  |
| [ ]  **PROFESSIONAL**  | [ ]  Policing  |  |
| [ ]  Financial control  | [ ]  Design  | **PROMOTION & FINDRAISING** |
| [ ]  Accountancy  | [ ]  Retail | Fundraising  |
| [ ]  Legal work  | [ ]  Supporting others  | [ ]  Campaigning  |
| [ ]  Management  | [ ]  Care work | [ ]  Lobbying  |
| [ ]  Trusteeship  | [ ]  Support work  | [ ]  Marketing  |
| [ ]  Translation  | [ ]  Befriending  | [ ]  Social media  |
| [ ]  Interpretation  | [ ]  Counselling  |  |
| [ ]  Business development  | [ ]  Providing advice  | **TECHNOLOGY & ONLINE** |
|  | [ ]  Mentoring  | [ ]  Virtual volunteering  |
| **PRACTICAL**  | [ ]  Escorting  | [ ]  Technology  |
| [ ]  Stewarding  | [ ]  Hostels  | [ ]  Web development  |
| [ ]  Gardening  | [ ]  Food banks  | [ ]  IT |
| [ ]  Outdoors |  |  |

**DOES YOUR OPPORTUNITY HAVE NO LOCATION** *(i.e. is it community based)*

[ ]  Yes [ ]  No

**IS THIS AN OPPORTUNITY THAT CAN BE UNDERTAKEN FROM HOME?**

[ ]  Yes [ ]  No

**POSTCODE OF LOCATION:**

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**ADDRESS LINE 1:**

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**ADDRESS LINE 2:**

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**TOWN:**

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| **COUNTY:**  |

**WHAT DATE (IDEALLY) WOULD YOU LIKE YOUR VOLUNTEER(S) TO START?**

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**WHAT DATE (IDEALLY) WOULD YOU LIKE YOUR VOLUNTEER(S) TO FINISH?**

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**WHAT DAYS AND TIMES WOULD YOU LIKE YOUR VOLUNTEER(S) TO WORK**

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|  | **Mon** | **Tue** | **Wed** | **Fri** | **Sat** | **Sun** |
| **Morning**  |  |  |  |  |  |  |
| **Afternoon**  |  |  |  |  |  |  |
| **Evening**  |  |  |  |  |  |  |

[ ]  Weekly [ ]  Fortnightly [ ]  Monthly (*please tick)*

**WHEN WOULD YOU LIKE ADVERITISNG FOR YOUR OPPORTUNITY TO BEGIN?**

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**WHEN WOULD YOU LIKE ADVERTISING FOR YOUR OPPORTUNITY TO END?**

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**IF YOUHAVE AN ELECTRONIC IMAGE YOU WOULD LIKE TO INCLUDE PLEASE PASTE IT HERE: (EMAIL SUBMISSIONS ONLY)**

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Please send your completed form to:

Volunteer@vai.org.uk

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| Or post this form to:Volunteer Centre, **Voluntary Action Islington**200a Pentonville Road, London N1 9JP |  |

If you have any questions about this form please call Philip Boye-Anawomah on 0207 832 5800.