

Library Volunteer Application Form



Contact Details

Full name			
Address			
Postcode			
Telephone		Mobile	
Email			

Emergency contact name			
Telephone			

Are you a member of the library?	Yes		No		
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How did you hear about this opportunity?	
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About you

Are you under 18 years old?	No		Yes		If under 18, date of birth	
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Which role(s) are you applying for? (please tick)					
Chess Club Volunteer		French Conversation Group Volunteer		Page Turners Volunteer	
Stock Assistant		Bingo Volunteer		Novel Steps Volunteer	
Home-delivery Service		Community Noticeboard Volunteer		Games Club Volunteer	
Reminiscence Café Volunteer		Spanish Conversation Group Volunteer		Community Garden Volunteer	
Code Club Volunteer		Italian Conversation Group Volunteer		Other	

If you have ticked 'Other' or are not applying for a specific role, please tell us how you would like to help the library. If proposing a new volunteer led event or activity please outline your idea below.

Which library(ies) are you interested in volunteering for? (please tick)							
Castelnau		East Sheen		Ham		Hampton	
Hampton Wick		Hampton Hill		Kew		Richmond	
Twickenham		Whitton		Teddington			

Why are you interested in becoming a library volunteer?

Please tell us about any relevant past employment or voluntary experience.

Please tell us your preferred days and times for volunteering. (please tick)						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday (Code Club/ Lego /Games Club Only)
Morning						
After-noon						
Evening						
Equal Opportunities						

The London Borough of Richmond Upon Thames aims to create a positive environment that enables all volunteers to realise their full potential. So we can consider any appropriate adjustments to the volunteer environment and better support you in your role, please give details below of any disabilities or health issues (e.g. bad back) below:

Under the rehabilitation of Offenders Act 1974, do you have any unspent criminal convictions?

Yes		No	
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If you have ticked yes, please summarise details below. Having a conviction will not necessarily stop you from volunteering, but will need to be taken into consideration when assessing your suitability.

Please note that it is Richmond Borough policy that volunteers working alongside children and vulnerable adults will be required to provide a Disclosure and Barring Service (DBS) check to the satisfaction of Richmond Libraries.

References

Please provide the details of up to two referees we can contact.

Full name			
Position			
How do you know them?			
Address			
Postcode			
Telephone		Mobile	
Email			

Full name			
Position			
How do you know them?			
Address			

Postcode			
Telephone		Mobile	
Email			

Declaration

Your details will be kept in accordance with the General Data Protection Regulation 2018. They will be held securely and confidentially.
I declare that the information provided is true.

Signed		Date	
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Please return completed form to
Volunteer Coordinator
Email: libraryvolunteer@richmond.gov.uk