

**Yeadon Town Hall**

*Volunteer Application Form*

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| First Name: | Surname:  |
| Address 1: | Phone Number:  |
| Address 2: | Mobile Number: |
| Postcode:  | Email Address:  |

 Please indicate which volunteer role(s) you are interested in applying for:

|  |  |
| --- | --- |
| Usher / Front of House |  |
| Box Office  |  |
| Fundraising Team  |  |
| Other (please state)  |  |

|  |
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| Why are you interested in applying to be a Yeadon Town Hall volunteer? |
| Please tell us about any paid or voluntary work experience you have gained which may be relevant to this volunteer role.  |
| What skills/experience can you offer that are relevant to the volunteer role you are interested in? |
| Please let us know what days/times you are most likely to be available or any days/times you would be unable to commit to  |
| Are you able to volunteer during evenings and weekends? |
| Please confirm you are happy to commit to a minimum of two shifts per month.  |
| Have you ever been convicted of a criminal offence? *If YES, please provide details of any* ***unspent convictions****. (Spent convictions do not have to be declared unless the post you are applying for is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975).* |

**Data Protection**

In accordance with the Data Protection Act 1998, the information you provide on this form will be used by the recruiting manager to assess your suitability for the post. If you are successfully appointed, this information will form the basis of your staff file and personnel records. By signing this declaration, you give us permission to process your personal data for this purpose. If you are not appointed for a voluntary position or wish to withdraw your application, your details will be securely destroyed. We will not pass your personal details on to any third party unless you have given your consent that we may do so.

Signature:

Thank you for taking the time to complete this form. If we’d like to discuss your application further we will invite you to an informal chat about volunteering at Yeadon Town Hall.

Due to the high volume of interest expressed in our volunteering opportunities, we regret we are unable to respond to all applicants individually. Therefore, if you do not hear from us within four weeks, please assume you have not been successful on this occasion.

**Please return your completed form to:** **sophie@yeadontownhall.co.uk** **or post to Yeadon Town Hall, High Street, Yeadon, Leeds, LS197PP.**