

Berrows Business Centre, Bath Street, Hereford HR1 2HE
Tel: 01432 343932 Email: volunteer@herefordshireva.org
Company Number: 4625595 Charity Number: 1096451

volunteering opportunity details

Please complete a separate form for each different volunteering opportunity

your organisation details

Organisation name:

Full address for this opportunity:

Post code:

Tel:

Email:

Named contact for this opportunity:

opportunity details

Title of volunteering position:

Please describe what the volunteer will be doing:

Are any skills /qualifications/ experience needed:

Please indicate the times to be covered
by ticking the applicable boxes

Is this opportunity ongoing? yes no

If no, when does this opportunity start and

Start date:

Finish date:

	All	Sun	Mon	Tues	Weds	Thurs	Fri	Sat
am								
pm								
Even'g								

Please continue on page 2

directions to get to this opportunity

Please indicate where this opportunity is to be based and give brief directions:

recruitment process

How do you recruit and screen your volunteers?

Please tick all applicable boxes:

Application form Informal discussion Interview CRB Disclosure References Trial period other (please specify below)

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arrangements

FOR THIS PARTICULAR OPPORTUNITY

DO YOU HAVE:

Any age restrictions: Yes No
 If yes, please state youngest and maximum ages: Youngest Maximum

DO YOU PROVIDE:

Reimbursement of expenses Yes No

Full disabled access / facilities Yes No

Induction Yes No

Training Yes No

A named Manager / Co-ordinator
 For volunteers Yes No

Role description Yes No

Personal development
 opportunities Yes No

Any other information.....

This opportunity will be promoted on the National Volunteer database www.do-it.org.uk If you do not want this please tick box

NB: Your organisation details will not be shown on this website

I confirm that the details given above are correct and that I am happy for Herefordshire Volunteer Centre to promote this opportunity on behalf of my Organisation to potential volunteers

Signed:

Please print name:

Date

Please note

At no time will we provide any of your details to a third party without your permission. We will never sell or give our mailing list to a third party. Your address and contact name will not be entered on the national volunteering database: www.do-it.org.uk