



## Pilgrims Hospices Volunteer Application Form

Please complete the Application Form and supply the information requested by filling in all sections of this form.

Surname: -	Title: -	Other Names: (Please underline the name by which you wish to be known)			
Home Address: -	Home Telephone				
	Mobile Number				
	Business Telephone				
	May we contact you there?	Yes		No	
	E-mail				
	May we contact you there?	Yes		No	
Correspondence Address (if different from above)	Do you have a disability or condition which the Hospice should consider?				
	Have you a current driving licence?	Yes		No	
	Class of Licence	Full		Prov.	
	Do you have the use of your own transport?	Yes		No	
National Insurance Number:					

### References

Please give details of two people from whom confidential references may be obtained. These may be requested before interview, if you do not wish us to contact a referee prior to the interview please place an "X" in the right hand column.

#### Reference 1

Name	Occupation	Address and telephone number	Do Not Contact
		Email:	<input type="checkbox"/>

#### Reference 2

Name	Occupation	Address and telephone number	Do Not Contact
		Email:	<input type="checkbox"/>

## Education and Training

Skills and specialisms (including languages and your proficiency in them; computer skills, keyboard, audio and shorthand speeds etc)

What activities outside work interest you (including any position you hold you consider relevant)?

**Pilgrims Hospices are on 3 sites. Where would prefer to volunteer?**

Ashford

Canterbury

Margate

**I am interested in volunteering in the following areas: (please tick the relevant areas of interest)**

- Reception** *e.g. meeting and greeting patients, families and staff and support groups.*
- Day Hospice** *e.g. meeting and greeting patients, families and staff, helping patients mobility e.g. to meals/lavatory or with simple exercise and relaxation techniques*
- Chaplaincy and bereavement support** *e.g. for patients and their families*
- Hospice Driver** *e.g. driving patients to and from day care*
- Exhibition Trailer Driver** *(you will need the 'trailer towing' attribute on your Drivers Licence)*
- Flower arranging** *e.g. bringing some colour to the Hospices and chapels*
- Hairdressing** *e.g. for the patients*
- Coffee shop assistant** *(at Thanet Hospice only)*
- Decorating and Gardening**
- In-Patient Ward Helper** *e.g. serving meals and refreshments, companionship for the patients, stock maintenance, running errands e.g. taking patient notes to hospital, bed making*
- Ward Clerk Assistant** *e.g. taking telephone calls, taking messages or redirecting calls*
- Complementary Therapy** *e.g. massage*
- Hospice Ambassador** *(full training given)*
- Pilgrims Buddy** *Befriend a patient and help with shopping, driving and support (full training given)*
- Fundraising and marketing** *e.g. helping at community events, research, database support, distributing fundraising packs, selling merchandise, collecting can collections, research, copywriting, design, mailouts, updating the website*
- Press and Publicity** *e.g. collecting press cuttings, writing press releases, designing leaflets and posters, distribution, compiling features and articles for the newsletter, updating press list*
- Labyrinth guide (Canterbury Hospice only)** *e.g. explaining the labyrinth*
- Retail** *e.g. working in the hospice shops, becoming a volunteer hospice shop manager*
- Distribution** *e.g. working in the Hospice Warehouse in Chartham, packaging items sold on our Ebay site / Christmas cards and merchandise distribution*

- [ ] **Lottery Cash Collector** e.g. collecting Lottery registration money in your local area
- [ ] **Database housekeeping** e.g. making calls, checking details and updating records on our computerised database
- [ ] **General administration support in the offices** e.g. secretarial duties (including out of hours), scanning documents for the Inflex database, volunteer coordination and rotas assistant.

**Level of Commitment**

I am able to commit the following amount of time to volunteering: (please tick the best times for you)

- [ ] Weekdays Morning / Afternoon / Evening (please circle those that apply)
- [ ] Weekends Morning / Afternoon / Evening (please circle those that apply)
- [ ] Fundraising Events only
- [ ] A short-term work placement on .....(state duration and preferred dates from and until)

**Reason for Application**

Please say why you are applying to volunteer, outline aspects of your experience and give details of any particular achievements which you consider relevant to this application (a continuation sheet may be attached)

**Rehabilitation of Offenders Act 1974** - Under the provisions of the Rehabilitation of Offenders Act 1974 (Amendment Order 1986) the Pilgrims Hospice has the right to request a criminal records check for possible criminal convictions for all applicants. Posts within the Pilgrims Hospice are exempt from the provisions of the Act and applicants are not entitled to withhold information concerning any convictions even if they are believed to be "spent". In this connection please indicate: if you have been convicted, cautioned or found guilty of any offence by any Court (even if you were only placed on probation, absolutely or conditionally discharged, or bound over by a Court of Law) and if so, give details below of Court, charge and sentence. (Answering 'yes' does not necessarily bar you from appointment. Every application is considered on its own merits).

Are you related to any member of the Pilgrims Hospice's Staff or Board of Trustees?	YES		NO	
If so please state who: -				
Signed: -		Dated: -		
<b>Data Protection Statement</b>				
The information that you provide will be used by Pilgrims Hospices in East Kent to fulfill its statutory and organisational requirements and in accordance with the Data Protection Act 1998.				

**Please return this form to your preferred Hospice:**

**Canterbury:** Andrew Casey, Pilgrims Hospice, 56 London Road, Canterbury, CT2 8JA Telephone: 01227 812607  
**Ashford:** Shaun Stacey, Pilgrims Hospice, Hythe Road, Willesborough, Ashford, TN24 0NE Telephone: 01233 504105  
**Thanet:** Torie Mahoney, Pilgrims Hospice, Ramsgate Road, Margate, CT9 4AD Telephone: 01843 233920