



Volunteer Application Form

1. PERSONAL DETAILS

Title

Mr Mrs Ms Miss

First name (*) _____

Last name (*) _____

Address _____

Postcode _____

Date of Birth _____

Phone (Home) _____ Phone (Work) _____

Phone (Mobile) _____ Email _____

Preferred method of contact

Work Phone Home Phone Mobile Email Post

2. REFERENCES

Please provide details of two referees from whom confidential reports may be obtained. Referees must be known to you through current or previous paid or voluntary employment, or through sporting and community groups. Referees cannot be family members or social friends. Please advise your referees that they will be contacted. Applications will not be accepted without referee details or with inappropriate referees.

Referee 1

First name (*) _____

Last name (*) _____

Address _____ Postcode _____

Length of time known: _____

How do you know the referee? _____

Phone _____

Referee 2

First name (*) _____

Last name (*) _____

Address _____ Postcode _____

Length of time known: _____

How do you know the referee? _____

Phone _____

3. EMERGENCY CONTACT



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Please provide contact details of the best person for us to contact in case of an emergency.

First name (*) _____ Last name (*) _____
Address _____ Postcode _____
Relationship: _____
Phone _____

4. POLICE CHECK

Do you have a current Police Check? Yes No
Rre you happy to apply for a Police Check? Yes No

5. EXPERIENCE

Are you currently working in paid employment? Yes No
Name of organisation _____
Position _____
Length of service _____
Hours per week _____

Are you currently studying? Yes - full time Yes - part time No

Do you have volunteering experience? Yes No
Name of organisation/s _____
Length of service _____
What does/did your volunteer role/s entail?

6. ADDITIONAL INFORMATION

Is there any information, medical or otherwise, that you feel we need to be aware of that may affect your volunteering? Alternatively please discuss this in private with an Modbury Hospital Foundation staff member during your volunteer interview?
Why do you want to volunteer with Modbury Hospital Foundation?

What are the things you like to do and can do fairly well?

What new things would you like to do, or have an interest in learning?

What are the things you do not like to do and would be clearly off limits?



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Please explain what you expect as a volunteer with Modbury Hospital Foundation

How did you hear about our volunteer program?

Internet Media Friend Other _____

7. SERVICE CHOICE

Details of all volunteer service areas are on our website.

You may choose ONE of the following service areas..

- The Kiosk - Customer Service
- The Kiosk – Food Preparation
- The Gift Shop – Retail Sales
- Fundraising Support - Friends of the Foundation
- Administration Duties

8. AVAILABILITY

Please note that shift vacancies vary and waiting lists may apply. Some shifts will be deemed more urgent than others. These will be advised during your interview. We appreciate your help in prioritising these shifts.

What days and times are you available? (Please refer to service operating hours)

How regularly are you available? Weekly Fortnightly Ad hoc

Are you available at short notice? Yes No

Other comments in relation to your availability

It is a requirement of the Modbury Hospital Foundation's volunteer program that you commit to a minimum of six months continuous volunteering, with at least the first 6 weeks being on a weekly basis. If you experience difficulties in maintaining either of these commitments, please speak to your Volunteer Coordinator to discuss possible alternative arrangements.



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9. CONDITIONS OF BECOMING A VOLUNTEER

The Modbury Hospital Foundation is an equal opportunity employer and all volunteer applications will be treated equally. In accordance with the Disabilities Discrimination Act 1992, we will assess applicants based on their ability to complete the inherent requirements of a specific position. An inherent requirement is deemed to be any activity that is essential to the role.

Volunteers must possess the ability to gain an understanding of, and adhere to, Modbury Hospital Foundation volunteer service policies and procedures. We require volunteers to possess an ability to interact in a team, use initiative, take direction and work effectively with limited supervision.

Given the environment we operate in, it is important for all potential volunteers to understand the serious side of our service. We have a duty of care to the patients, staff and visitors within the hospital to ensure their safety at all times, and we will not compromise on this. If any applicant is unable to meet these inherent requirements, unfortunately we will not be able to progress their application any further.

Conditions of becoming a volunteer

- Ability to interact in a team
- Ability to use initiative, take direction and work with limited supervision
- Ability to interact positively with patients, staff and families
- A willingness to acquire a valid working with Vulnerable Police Check
- Ability to fit into the cultural values of the Foundation
- Be at least 18 years of age
- Good communication skills
- Independently comprehend policies and procedures
- Ability to understand and respect confidentiality
- Ability to maintain professional boundaries
- Independently complete assessments
- Independently follow hospital Emergency Procedures
- Independently identify potential safety risks and work within all Health and Safety guidelines

10. DECLARATION

By submitting this application I declare that:

- the information I have provided is true and accurate
- I have read and understood the accompanying material explaining the conditions of becoming a volunteer with the Modbury Hospital Foundation
- I am willing to work within the Vision, Mission, and Code of Conduct of Modbury Hospital Foundation

Signed _____

Date _____