



Cost of Living Crisis hubs – Applicant Form **For Volunteers**

Prior to completing this form please ensure you are:

- ✓ Committed to the specified minimum hours
- ✓ Committed to the specified minimum timeframe
- ✓ Committed to the days of the week highlighted
- ✓ Able to demonstrate the personal qualities highlighted below
- ✓ Available for an interview 7th or 8th November
- ✓ Available for meetings/training November week beginning 28th November
- ✓ Available to start in the hubs beginning/middle November

Prior to completing this form, please ensure you can answer yes to the following qualities we need for all our hub roles:

- ✓ Be IT literate (be able to use email, access the internet)
- ✓ Organised
- ✓ Confident to talk to people to members of the public coming to the hubs
- ✓ Good communicator
- ✓ Friendly
- ✓ Empathetic and compassionate
- ✓ Want to make an immediate difference to people's lives
- ✓ Be reliable (we need you to turn up and commit)
- ✓ Enjoy working within a team

If you have answered yes to all of the above, that's brilliant!
Now please complete the form below and return to us **by 10am 4th November 2022**

Applicant name:.....

If you wish to be a **Crisis Hub worker volunteer - please complete the following yellow box:**
Please put an X in the boxes of all the 4 areas you can volunteer with **minimum 5hrs (1 day) and minimum 1 hub area required** – please refer to advert for the opening hours and location of hubs):

Stourbridge	Dudley Central	Halesowen	Brierley Hill

	Monday 10-3pm	Tuesday 10-3pm	Wednesday 10-3pm	Thursday 10-3pm	Friday 10-3pm
Crisis hub worker					

Desirable (but not essential) – please type yes/no to the following:

Do you speak any community languages?.....
If yes, which languages do you speak?.....

Criminal convictions (relevant to paid and volunteer roles)

Anyone who applies to work/volunteer within Dudley Empowerment Partnership/Citizens Advice will be asked to disclose details of unspent convictions during the recruitment process.

Having a criminal record will not necessarily bar you from working with us as it will depend on the type of role you have applied for and the background and circumstances of your offence. However, we are not able to employ anyone with a conviction for a sexual offence against a child or vulnerable adult, regardless of when the offence took place. All other convictions will be considered on an individual basis.

Have you had any previous convictions not regarded as spent under the Rehabilitation of Offenders Act 1974? (Delete as applicable) **YES/NO**

If YES please provide details of the offence and the date of conviction in this box:

Where did you see the advert?.....

Should we need to obtain a character reference please give details of a main referee (if you are in employment your current employer would be the most suitable):

Character referee

Name:.....

Email address:.....

Phone number:.....

Their organisation name:.....

How do they know you?:.....

Now return your completed form to advice@dudleycabx.org by **10am Friday 4th November** (NB: may close earlier dependent on number of applications received).

Due to limited resource we will not be able to get back in touch with you unless you are shortlisted.

Thank you in advance for your interest!