

Volunteer application form

Simply complete this form in **BLOCK CAPITALS** and return it to us at:

National Volunteering Team,
Woodland Trust,
Kempton Way,
Grantham,
Lincolnshire NG31 6LL

OR

Email: volunteering@woodlandtrust.org.uk
with **VOLUNTEER APPLICATION** in the subject line.

If you require this form in a larger font size or different format
please ask your Volunteering Development Officer.



Personal details

Title

First name

Last name

Date of birth

Required for insurance
purposes only

D

D

M

M

Y

Y

Y

Y

You must be over 18 to volunteer with us unless accompanied by a parent or guardian.

☐

If you are under 18 please tick this box

Address

Address line 1

Address line 2

(optional)

Town or city

County (optional)

Postcode

Contact details

In order to register as a volunteer it is essential that you provide us with an email address so that we can contact you in relation to your volunteer role.

Home number

Mobile number

Email address

Emergency contact details

Please ensure this person is aware you are giving this information.

Name

Phone number

Relationship

Criminal convictions

Please answer this question by either selecting yes or no. We will not be able to proceed with your application if you do not provide a response.

Do you have any unspent criminal convictions?

☐ **Yes**

☐ **No**

The Woodland Trust is committed to equality and diversity

We recognise the contribution that ex-offenders can make as volunteers and welcome applications from them. A person's criminal record will not, in itself, debar that person from being appointed to this role. Suitable applicants will not be refused a role because of offences which are not relevant to, and do not place them at or make them a risk in, the role for which they are applying.

All cases will be examined on an individual basis and will take the following into consideration:

- Whether the conviction is relevant to the position applied for
- The seriousness of any offence revealed
- The age of the applicant at the time of the offence(s)
- The length of time since the offence(s) occurred
- Whether the applicant has a pattern of offending behaviour
- The circumstances surrounding the offence(s) and the explanation(s) offered by the person concerned
- Whether the applicant's circumstances have changed since the offending behaviour

It is important that applicants understand that failure to disclose all unspent convictions could result in being asked to leave the role.

This role is not exempt from the Rehabilitation of Offenders Act 1974. We only ask applicants to disclose convictions which are not yet spent under the Rehabilitation of Offenders Act 1974. We are not asking you to declare any spent convictions. If you are unsure whether your conviction is spent or unspent please follow the link [gov.uk](https://www.gov.uk) (or [mygov.scot](https://www.mygov.scot) for Scotland) for further information.

Those applicants that do have unspent convictions will be contacted for more details to enable an assessment on the above criteria before commencing any volunteering role.

Volunteer details

Volunteering role applying for

Location of the volunteering role (including which wood for site-based roles)

The name of the Volunteer Manager for this role

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Tick to confirm that you have seen and read the Task Outline and Risk Assessment for the volunteering role

Please detail any other information you may think is relevant, or if you have any particular requirements or health conditions that you would like us to be aware of.

Find out what we're doing for woods and trees

As a volunteer with the Woodland Trust, we will keep you up to date with the work that we are doing and events we are involved with.

We will also let you know of any changes that might affect you volunteering with us and which you need to be aware of. We will only use this information in relation to your volunteering with us and while you remain a volunteer with the Woodland Trust.

By agreeing to volunteer with the Woodland Trust you are agreeing to us sending you emails about volunteering and your volunteer role. We will on occasion share your email address with other Woodland Trust volunteers, for instance in the process of organising an event you have chosen to attend.

The personal information you provide the Woodland Trust will be used for several purposes to carry out our work protecting, restoring and creating woodland across the UK. Would you like to know more? Visit our online statement woodlandtrust.org.uk/legitimate-interests.

How would you like us to keep in touch with you?

We would like to stay in touch. Please tick the box below if you'd be happy to receive marketing by post.

☐

Mail

We'd also love to keep in touch with you by email about our news, appeals, campaigns, events, products and the ways you can get involved. Please tick the box below if you'd be happy for us to get in touch via email.

☐

Email

Your privacy is our priority

Your privacy is a priority for us. We promise to keep your details safe and will never sell them. Need extra reassurance?

Check online woodlandtrust.org.uk/privacy-policy/. If you would like to change the way you hear from us, change how we use your information or do not want to receive any marketing from us – just email supporters@woodlandtrust.org.uk, call **0330 333 3300** or visit our online permission portal (woodlandtrust.yourpreferencecentre.com). CS56



The Woodland Trust, Kempton Way, Grantham, Lincolnshire NG31 6LL
woodlandtrust.org.uk

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