

Healthwatch Cheshire CIC

Board Application Form

Healthwatch Cheshire CIC
Sension House
Denton Drive
NORTHWICH
CW9 7LU

Tel: 0300 323 0006
Email: recruitment@healthwatchcwac.org.uk

We ask everyone interested in volunteering with us to complete this application form. It requests your contact details and a little background information on what you would like to get out of volunteering with Healthwatch Cheshire CIC.

Please email your completed form to Healthwatch Cheshire CIC at recruitment@healthwatchcwac.org.uk or post your paper version to the address above (in which case please use capital letters). All suitable applicants will be invited for an informal interview.

Personal Details

Office ref:

Preferred Title (Mr, Mrs etc.)	
First Name	
Surname	
Address	
Post Code	

Telephone Number (Home)		<i>Please indicate which is your preferred contact number</i>
Telephone Number (Mobile)		
E-mail		

We will contact you via email unless you notify us otherwise. Please check the box if you wish to receive correspondence by post:

Why would you like to volunteer with Healthwatch Cheshire CIC:

What experience and expertise would you bring to role of Healthwatch Cheshire Board Member? (Give consideration to the person/role specification)

If you require further space, please attach additional sheets.

Where did you find out about our volunteer opportunities?

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Access / other requirements

Please let us know of any reasonable adjustments we could make to enable you to volunteer with us

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If unsuccessful with your application would you consider being on the Healthwatch Cheshire Citizen Panel or becoming a Volunteer?

	Citizen Panel	Volunteer
Yes		
No		

Availability

When would you be able to volunteer with us? Please provide the times you are available below:

Day	Morning	Afternoon	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Supporting Information

Please provide us with the names of two people to provide a reference. They must be over the age of 18 and must not be related to you. They should have known you for at least two years. These can be previous employers, university tutors, personal acquaintances or anyone else who can comment on your suitability for the volunteer role. Referees will only be contacted after your interview if you are accepted, to ask their opinion of you as a potential volunteer.

First Referee	
Full Name	
Address	
Telephone Email How do you know this person?	

Second Referee	
Full Name	
Address	
Telephone Email How do you know this person?	

Declarations

Disclosure and Barring Service (DBS)

As your role may involve you working with young people and vulnerable adults we may require you to complete a DBS disclosure.

Are you willing to undertake a DBS check?

Yes/No

Declaration of convictions

Some of Healthwatch Cheshire's volunteering opportunities may involve direct contact with potentially vulnerable members of the public. These roles are exempt from the Rehabilitation of Offenders Act 1974 (amended). This means that if you are applying for a role which will involve contact with vulnerable people you will be required to declare your entire criminal record including cautions, reprimands, final warnings and criminal convictions categorised as spent under the above legislation.

This information will only be disclosed to specific Healthwatch Cheshire CIC staff and Chair of the Board

Have you been convicted of a criminal offence (other than 'spent' convictions under the Rehabilitation of offenders Act 1974 (amended))?

Yes/No

If Yes, please provide details:

Declaration of interests

Please declare any possible conflicts of interest here. Please speak to a member of the staff team if you are unsure.

**Data
Protection**

As part of our volunteer management processes we may collect and store sensitive personal data about you. We are required by law to obtain your consent to such data being recorded. It is our policy to store data relating to recruitment procedures for a minimum of 12 months after the date on which it is submitted. Any information of this nature will be treated confidentially.

Sensitive personal data is defined as information relating to any of the following; racial or ethnic origin, political opinions, religious beliefs, trade union membership, health, sexual orientation, offences and/or convictions.

Any information you give in this form will be kept on the Healthwatch Cheshire database and in accordance with the Data Protection Act will not be shared with anyone else without your permission.

I confirm that the information in this application form is accurate to the best of my knowledge.

I understand that if it is subsequently discovered that any statement is false/misleading, or if I have withheld relevant information, my application to volunteer may be disqualified, or if I have been appointed I may be dismissed.

I consent to the processing of my information as part of recruitment and selection.

I have read and understand the role description(s) and am aware that I may require training for the role.

Signed	
Date	

Thank you for completing this application form.

Please return via email to - recruitment@healthwatchcwac.org.uk or by post to the address given on page 1.