

VOLUNTEERING APPLICATION – INFORMAL DISCUSSION



Volunteer Name:
Staff Name/s:
Volunteer Role:
Date:

- 1. Tell us about yourself and your interest in this role (e.g. what skills/ experience you might bring)**
- 2. Is there any support you might need? (e.g. health / disability / bereavement etc)**
- 3. When would you be available to start? Do you have any planned breaks? (agree on set days/times if possible)**
- 4. Is there anything you'd like to ask?**
- 5. DBS declaration – confirm (as on application)**

Notes for staff:

- *Please refer directly to the information provided by the individual on their application to prompt discussion*
- *If you intend to offer the volunteer role directly following the discussion, please do so –inform HR & Recruitment Team and let your new volunteer know what happens next.*
- *If you need more time to consider the offer, please take that time – tell the individual when you will be in touch with a decision (this should be as soon as possible).*
- *If you feel that the role is not a good match for the individual, either let them know immediately or take the time to consider further and get back to them. Feedback should be encouraging and honest. The individual is welcome to consider other available volunteer roles (via the website) or can contact lauralowther@stoswaldsuk.org for signposting to external volunteering networks and support.*