



VOLUNTEER APPLICATION FORM

Role Applied for:

PERSONAL DETAILS

Title:

Surname:

Other names in full:

ADDRESS

Postcode:

TELEPHONE, FAX AND E-MAIL

Please state how you think your skills and experience, personal skills and qualities match the requirements of RYA Scotland and give your reasons for applying.

SUMMARY OF PAST EXPERIENCE IN SAILING (start with most recent) If your volunteer post may involve working with children or vulnerable groups please state any previous experience of working with these groups

Name of organisation, position held, dates

Brief description of responsibilities and duties and reason for leaving

Home

Tel:

Fax:

E-mail:

Mobile:

Work

Tel:

Fax:

E-mail:

(can we contact you at work YES/NO)

OTHER RELEVANT INFORMATION
Recreational interests, hobbies, voluntary or community work

DECLARATION	
<p><u>Data Protection Act</u> In order to recruit to this post <i>[insert name of organisation]</i> will (within the terms of the Data Protection Act 1998) process personal information given in connection with this application. Information relating to the successful applicant will form part of personnel records. No other use will be made of information about applicants.</p> <p>Protection of Children (Scotland) Act If you are applying for a position working with children or vulnerable groups your post may be subject to a disclosure check</p>	
<p><u>Consent</u> I consent to the processing of personal information in the way described.</p> <p><u>Declaration</u> I declare that to the best of my knowledge the information given on this form is correct and understand that misleading statements or deliberate omission may be sufficient grounds for cancelling any appointment arising from this application. If my application is successful I consent to a relevant Disclosure Check being requested</p>	
Signature:	Date:

REFERENCES	
<p>Please give names and addresses of two persons to whom application for a reference may be made. At least one should have first-hand knowledge of your previous work with sailing. References from relatives will not be accepted. Please indicate if you do not want us to seek a reference from any of your referees before interview or before an offer of working with RYA Scotland .</p>	
NAME AND ADDRESS	CAPACITY IN WHICH KNOWN TO YOU

When completed this form should be returned, marked 'Private and Confidential',
 To: Pauline McGrow, Senior Administrator, RYA Scotland, Caledonia House,
 Redheughs Rigg, South Gyle, Edinburgh EH12 9DQ.