**Welcome to Aberdeenshire Volunteer Application Form**

**Personal details**

|  |  |
| --- | --- |
| **Full Name** |  |
| **Address** |  |
| **Contact Telephone Number** |  |

**Skills and experience**

Please give brief details of your skills and experience that might be useful in this role. This can include your employment background, previous volunteering, relevant training etc.

|  |
| --- |
|  |

**Background and interests**

Please give brief details. This can include hobbies, interests:

|  |
| --- |
|  |

Do you have any previous voluntary experience you would like to tell us about (if not mentioned above)?

|  |
| --- |
|  |

**Time availability**

When can you volunteer? Tick the times below that apply:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Daytime |   | Evenings |   | Any time |   |
| Weekdays |   | Weekends |   | Other |   |

Is there any other information you’d like to give us about your availability?

|  |
| --- |
|  |

**References / additional information**

How did you find out about our volunteering opportunities?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Advert |   | VA Website |   | Another Website |   |
| From a volunteer |   | Social Media |   | Other |   |

Please give us details for two people we may contact for references:

|  |  |  |
| --- | --- | --- |
| Reference 1 | Name |  |
| Relationship  |  |
| Contact Telephone No |  |
| Contact Email  |  |
| Reference 2 | Name  |  |
| Relationship  |  |
| Contact Telephone No |  |
| Contact Email Address |  |

**Data Protection Act 2018**

Aberdeen & Aberdeenshire Tourism Company Limited (T/A VisitAberdeenshire)will only use the information provided by you to assess your suitability to volunteer with us. We reserve the right to gather information from other sources by using your references. We will not contact other sources without asking you first. In addition, we request information on a separate sheet which will be used for equal opportunities monitoring purposes. This information is always kept separate from personal details and remains confidential. It enables us to check whether we are attracting volunteers from diverse backgrounds and to make changes if we are not.

We will retain your application on file for three months following the conclusion of the recruitment process and if unsuccessful in joining the volunteer programme we will destroy the application confidentially. Please refer to our Privacy Policy on our website for further details <https://www.visitabdn.com/about-us/policies/privacy-and-cookies/> .

***Aberdeen & Aberdeenshire Tourism Company Limited, c/o P&J Live, East Burn Road, Stoneywood, Aberdeen, AB21 9FX***

**Thank you for completing this form**