

# Youth Justice Service (YJS)



## APPLICATION FORM Volunteer Panel Member

**PRIVATE AND CONFIDENTIAL**

**TO COMPLETE ONLINE OR PRINT OUT AND COMPLETE IN BLACK INK**

### 1. PERSONAL DETAILS

<p>Surname:</p> <input type="text"/>	<p>Forename(s):</p> <input type="text"/>
<p>Any other names by which you have ever been known:</p> <input type="text"/>	<p>Title:</p> <p>Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/></p> <p>Other <input type="text"/></p>
<p>Permanent Address:</p> <input type="text"/>	<p>Daytime tel no: <input type="text"/></p> <p>Evening tel no: <input type="text"/></p> <p>Mobile: <input type="text"/></p> <p>Email: <input type="text"/></p>
<p>Any previous addresses in last 10 years [Complete on additional sheets if necessary].</p> <input type="text"/>	<p>Date of birth [Volunteers must be 18 or over]</p> <input type="text"/>

**Please indicate your ethnic origin**

White British	<input type="checkbox"/>	Turkish	<input type="checkbox"/>
Black British	<input type="checkbox"/>	Mixed Other (specify)	<input type="text"/>
Asian British	<input type="checkbox"/>	Indian	<input type="checkbox"/>
Chinese British	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
British Other	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
White Irish	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
White Other	<input type="checkbox"/>	Other Asian Other (specify)	<input type="text"/>
White & Asian	<input type="checkbox"/>	Black Caribbean	<input type="checkbox"/>
White & Black Caribbean	<input type="checkbox"/>	Black African	<input type="checkbox"/>
White & Black African	<input type="checkbox"/>	Black Other	<input type="checkbox"/>
Jewish	<input type="checkbox"/>	Arab	<input type="checkbox"/>

**2. EDUCATION**

**Please give your educational and training qualifications plus any relevant training that you may have had that you feel adds to your suitability for this volunteering role.**

Qualification/training	Dates

**3. EMPLOYMENT**

**Your current occupation [paid or unpaid] and all previous occupations [paid and unpaid since the age of 16]. Use separate sheet if necessary.**

Occupation	Dates

#### 4. ADDITIONAL INFORMATION

Why are you interested in becoming a Volunteer?

Please give details of any paid or unpaid experience of working with children or young people [excluding those in your own family] or young offenders. Please state what you did, where start and end dates, reason for leaving and main areas you covered in your role.

Do you have any other relevant skills or experience or training [e.g. a degree in a relevant subject such as law?]

Please state how you think your own skills and experience would be of help to you as a Enfield YJS Volunteer

Have you ever been disciplined, dismissed taken through capability procedure or asked to resign from any post you have worked or volunteered in. If so, please give all relevant details.

*NB: If it is later found that you have been disciplined, dismissed, taken through capability procedures or asked to resign from any organization [paid or unpaid] and it is not declared then Enfield YJS will no longer continue with your services as a volunteer.*

## 5. CRIMINAL CAUTIONS or CONVICTIONS

**N.B. A criminal record will not automatically disqualify you from becoming a Volunteer at Enfield YJS. It depends on the seriousness of the offence/s, the circumstances and how long ago the offence/s occurred and your reflection on the offence/s. However, it is our policy not to engage Volunteers who have had a criminal caution or conviction in the three years prior to their application or if the conviction is for an offence of a sexual nature or any offence against children.**

**Please give details of any criminal convictions / bind overs / cautions / reprimands / warnings or Civil Injunctions such as an ASBO which you have had and any appearance pending. This is an excepted question under the Rehabilitation of Offenders Act 1974 And you must therefore give details of all convictions whether spent or unspent under that Act.**

Offence	Penalty or order of the court	Court	Date of conviction

**It is a condition of appointment as a Volunteer that a full criminal record check [which will include cautions and any spent convictions] is carried out with the declaration and barring service prior to appointment. Please sign and date below if you agree to this check being carried out.**

**Name:**

**Signature:**

**Date:**

## 6. COMMITMENTS AND AVAILABILITY

In addition to their commitment to volunteering at the YJS all Volunteers must undergo training, both initial and continuing, as well as attend supervision and other support meetings.

Please state whether you are available to attend:

Day time   
Evenings   
Weekends

If selected as a Volunteer are you able to commit to serve for at least one year? Yes  No

## 7. ARE YOU A LOCAL AUTHORITY COUNSELOR OR ARE YOU RELATED TO A LOCAL AUTHORITY COUNCILOR OR ANY LOCAL AUTHOR EMPLOYEE?

If yes, please advise and explain.

## 8. REFEREES

**Please give details of three people who know / have known you well for at least three years either personally, through work or through education and who would be willing to give you a reference in regard to your suitability to act as a Volunteer. Your referees must not be relatives or your partner.**

Title:

Name:

Address:

Telephone number:

Mobile Number:

Email:

Occupation:

How is this person known to you?

Title:

Name:

Address:

Telephone number:

Mobile Number:

Email:

Occupation:

How is this person known to you?

Title:

Name:

Address:

Telephone number:

Mobile Number:

Email:

Occupation:

How is this person known to you?

**If you have made any previous application to become a Volunteer at Enfield YJS or any department of Enfield council please give details:**

**To assist in future recruitment please state where you learnt about this volunteering opportunity.**

## 9. DECLARATION

Please check that you have answered all questions fully and accurately before signing the declaration below.

I certify that the information given is true and complete to the best of my knowledge and belief.

Signature:

Date:

Please complete and email this form to [YOS\\_volunteers@enfield.gov.uk](mailto:YOS_volunteers@enfield.gov.uk) or return this form to Referral Order, Reparation and Volunteer Practice Lead, Enfield Youth Justice Service, Thomas Hardy House, 39 London Road, Enfield EN2 6DS.

If you have any problems completing this form please call 0208 379 5800 and ask to speak to the Referral Order, Reparation and Volunteer Practice Lead.