



Application Information

Dear Volunteer applicant,

Thank you for your interest in volunteering with Nuffield Southampton Theatres.

To apply you will need to complete the application form and equal opportunities monitoring form below. When doing so, please follow these instructions:

- Please ensure you complete all parts of the application form as fully as possible.
- In the *supporting information* statement of the application form, please include why you are interested in volunteering and what skills and experience you will bring to the role.
- If you require assistance in completing this application form or would like it in a different format, please contact Caroline Baines on:
023 8031 5500 Ext 240.

Your application should be posted to:

Volunteer Recruitment
Nuffield Theatre,
University Road,
Southampton,
SO17 1TR

Alternatively, please email your application to foh.admin@nstheatres.co.uk

Yours faithfully

Clare White
Theatre & Events Manager

Voluntary role applied for	
Date you are available to take up volunteering	
How did you hear about this opportunity?	

Availability	Time (please enter times available)
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

PERSONAL DETAILS					
Title		Surname		Forename(s)	
Address					
				Postcode	
Telephone number (day)			Telephone number (evening)		
Email address (please only include this if you are happy to be contacted by email)					

EDUCATION	
Secondary/Further Education (name/place)	Qualifications / grades achieved

OTHER TRAINING / QUALIFICATIONS

Please provide details of any other relevant training, professional qualifications or work related skills you hold or are studying towards (e.g. languages, I.T. qualifications).

EMPLOYMENT/VOLUNTEERING HISTORY:

Dates (from-to)	Job Title / main duties	Employer

GENERAL

Have you ever worked FOR The Nuffield? (if yes please give details)	
If offered this position will you continue to work, train or volunteer in any other capacity? (if yes please give details)	
Are you a British subject or a national of any EU Country?	YES / NO

CONVICTIONS

Do you have any unspent convictions?	YES / NO
To ensure that the selection process is as fair as possible, if you answer yes to this question you will be sent a short form to complete and return on which you can provide further details confidentially. Information about past convictions will only be considered where appropriate in relation to the job you are applying to undertake.	

REFERENCES (WORK, VOLUNTEERING OR EDUCATION RELATED)			
1. NAME		2. NAME	
OCCUPATION		OCCUPATION	
ADDRESS		ADDRESS	
TELEPHONE NUMBER		TELEPHONE NUMBER	
EMAIL ADDRESS		EMAIL ADDRESS	
TIME KNOWN		TIME KNOWN	
TYPE OF REF:	Work / Voluntary/ Education	TYPE OF REF:	Work / Voluntary/ Education
May references be taken up without your permission?	YES / NO	May references be taken up without your permission?	YES / NO

INTERESTS / HOBBIES

SUPPORTING INFORMATION

Please give any details you feel are relevant in support of your application, including why you are interested in volunteering at The Nuffield.

DATA PROTECTION

It is The Nuffield's policy to keep unsuccessful applications on file for a period of 4 months.

DECLARATION

I hereby give my consent to The Nuffield processing the data supplied in this application form for the purpose of selection for volunteering.

I declare that the information given in this application is, to the best of my knowledge, complete and accurate.

Applicant's signature: _____

Date: _____

Equal Opportunities Monitoring Form

Nuffield Southampton Theatres strives to be an equal opportunities company. In order to assess how successful our equal opportunities policy is we have set up a system of monitoring all applications for volunteering. We would therefore be grateful if you would complete the questions on this form.

All information will be treated in confidence and will not be seen by staff directly involved in the appointment. The questionnaire will be detached from your application form, stored separately and used only to provide statistics for monitoring purposes. Thank you for your assistance.

Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female	Age	
Marital status	<input type="checkbox"/> Single <input type="checkbox"/> Married / Civil Partnership <input type="checkbox"/> Divorced <input type="checkbox"/> Living with partner		
Do you consider yourself to have a disability?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Please describe the nature of your disability by ticking the appropriate box or boxes	<input type="checkbox"/> Speech Impaired <input type="checkbox"/> Other Mobility <input type="checkbox"/> Visually Impaired <input type="checkbox"/> Learning Difficulites <input type="checkbox"/> Hearing Impaired <input type="checkbox"/> Other Disability <input type="checkbox"/> Wheelchair User		
If you have special requirements relating to your disability please note them here			

<p>Ethnic Group (please choose ONE section from A to E, then tick the appropriate box to indicate your cultural background)</p>	
<p>A White</p> <p><input type="checkbox"/> British</p> <p><input type="checkbox"/> Irish</p> <p><input type="checkbox"/> Any other White background: (Please specify) _____</p>	<p>B Mixed</p> <p><input type="checkbox"/> White and Black Caribbean</p> <p><input type="checkbox"/> White and Black African</p> <p><input type="checkbox"/> White and Asian</p> <p><input type="checkbox"/> Any other mixed background: (Please specify) _____</p>
<p>C Asian or Asian British</p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistani</p> <p><input type="checkbox"/> Bangladeshi</p> <p><input type="checkbox"/> Any other Asian background: (Please specify) _____</p>	<p>D Black or Black British</p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> African</p> <p><input type="checkbox"/> Any other Black background: (Please specify) _____</p>
<p>E Chinese, or other ethnic group</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Any other background: (please specify) _____</p>	
<p>To establish whether or not our advertising is reaching all sections of the community will you please state below how you were made aware of this opportunity:</p> 	