



Volunteer Application / Registration Form

Friday 2nd June- Sunday 4th June 2017



Full name: _____

Address: _____

_____ Postcode: _____

Date of birth: _____ Email: _____

Telephone: _____ Mobile: _____

Please tick here if you would prefer not to receive Unite text messages

BB/GB company or youth group: _____

Church linked to:

Please choose which team you would like to be part of, using the descriptions below to help you choose.

You need to put a 1 in the box for your first choice and choose a 2nd choice. We do our best to allocate most people to their 1st choice.

Activities – We are looking for volunteers to help run and assist with the activities. This will include, supervising external activities and young people during the weekend, joining in such activities in an enthusiastic and safe manner. Collecting and ensuring correct equipment is ready and available for the appropriate time and activity. Be willing to ensure that you are conducting a game in a safe environment and able to confidently start up activities such as games and activities where necessary on an impromptu basis. Be able to coordinate planned activities and ensure everyone is having fun.

Catering – We are looking for volunteers to support the kitchen staff in the dining area taking instructions and serving food ensuring everyone is well fed and happy.

Dining room support – We are looking for volunteers to assist during meal times in the eating venue. This will include directing people to the appropriate area safely and setting up and clearing the dining room before and after meal times. Overall ensuring meal times run timely and smoothly. Ensuring everyone is happy and that they have everything they need

Programme support - We are looking for volunteers to support the program team ensuring the program is running smoothly and to plan. You will be checking that workshops are set up collecting equipment and ensuring venue hosts and speakers have all they need. You will be required to help set up areas for activities within the program and work closely with the activities team where needed. You will be enthusiastic in encouraging guests to join in the planned programs given direction and encouragement where required.

Security – help keep Unite a safe place to be at night.

Site support – We are looking for volunteers who will assist with set up and pack down and also be a cheerful friendly person around the site. Your role will be to help run the event and ensure “things happen”. You will need to be a team player and willing to muck in where necessary. As site support you will be part of a key team of people that includes site managers, health and safety, venue managers, maintenance, electrical, AV production, welcome team on the front gate. You will make Unite a safe and happy place to be.

Setting up site before the event and pack down – We are looking for volunteers who are willing to assist both prior to the camp and after the camp with set up and pack down. This will include following and taking direction from the site Manger and team in ensuring the site is set up in a safe and timely fashion. This role will include manual labour of moving items to the required place and setting certain area up ready for different activities.

Hygiene team – We are looking for volunteers to be part of the hygiene team. This will be ensuring the camp is kept clean and tidy for the weekend and doing regular checks of specific areas.

A pre-agreed role as discussed with a member of the Planning Team.

Please give here

Many volunteers tend to arrive on Friday morning. Please indicate if you are able to arrive earlier in the week to help with set up. We will then confirm this with you.

Please circle when you will arrive on site: **Thurs /pm** **Fri am**

Please circle when you will depart: **Sun pm** or **able to stay to assist pack down**

I wish to be a volunteer at Unite 2017 and agree to undertake duties at Unite following instructions given and within the guidelines and policies of safety and child protection.

Signature: _____ Date: _____

Please enclose the **£25 volunteer fee** or a donation if you feel you are able to contribute further to support the event. *The increase in fee is due to feedback received following Unite 2016 to enable the event to be sustainable for the future.*

Please tick this box if you would be interested in purchasing a unite polo shirt

I enclose £ _____ as the total amount payable.

Cheques should be made payable to 'The Boys' Brigade' or complete card details below.

Please charge my account as above: Visa MasterCard Debit/Switch (tick as appropriate)

Issue number (Switch cards only)

Account number:

Valid from: / Expires end: / Security number:

Name on card: _____

Address and telephone of cardholder: _____

Unite is committed to providing a safe environment and operates within the policies and procedures of The Boys' Brigade including those for child protection and safety.

All volunteers need details of a DBS check to be recorded by Unite therefore please give details on your application form or make sure you have applied for a new DBS check by **Monday 3rd April through the Unite office. We need to have received a disclosure back from the DBS office by 19th May if one is needed, if not you will be unable to volunteer. Disclosure checks can take a few weeks so please do not leave this later than 3rd April.**

- Please complete Section A:** If you are already registered with BB Headquarters as a leader. You will be checked against records already held by BB.
- Please complete Section B:** If you are a young person aged between 16 and 18.
- Please complete Section C:** If you are aged over 18 and are not a registered BB leader. You need to provide details of two references and will require an enhanced disclosure check.

Section A: If you are already registered as a BB leader:

BB Company: _____ **Battalion:** _____

If BB, please provide your leader registration number: _____

Section B: If you are aged between 16 and 18:

Recommendation:
The recommendation of your BB Captain, or other appropriate person, is required for you to be a volunteer at Unite. This could be the minister of your church or another person in a position of leadership in your church who knows you well.

I am pleased to recommend (name): _____ to be a volunteer at Unite.

Signed: _____ Date: _____ Name: _____ Title: _____
(Print)

Consent:
Consent of a parent, guardian or carer is required for those aged under 18 years of age.

I give my permission for (name): _____ to attend Unite.

Parent/guardian/carer's name: _____ (Print) Signature: _____

Address: _____ Postcode: _____

Home telephone number: _____ Mobile number: _____

Section C: If you are aged over 18 and are not a registered BB leader:

Declaration:
Because of the nature of the work for which you are applying, this post is exempted from the provision of Section 4(ii) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions order 1975), and you are therefore not entitled to withhold information about convictions which for other purposes are 'spent' under the provisions of the Act, failure to disclose such convictions could result in the withdrawal of approval to work at Unite. (This will not necessarily preclude you from Unite2015)

Have you ever been convicted of a criminal offence, or are you currently subject to criminal charges? **YES/NO**
If you have ticked 'Yes,' please give details on an attached sheet.

Signed by the applicant: _____ Date: _____

References:
Please supply the name, address and telephone number and position of two people to whom reference can be made in support of your application. These should not be members of your family

1. Name:	2. Name:
Address (incl. postcode):	Address (incl. postcode):
Telephone number:	Telephone number:
Relationship:	Relationship:

DBS:
In accordance with policy, an Enhanced Disclosure DBS check is required prior to the event.

To be completed by the minister of your church, or the child protection co-ordinator.
Has your church obtained an Enhanced Disclosure DBS check for the above applicant within the past six months? YES/NO
If yes, please send the original document in with this application and also send a S.A.E. for its return.

Signed: _____ Name: _____ (Print) Date: _____

Address: _____ Position: _____

Please send this form and payment to:

Unite, Natalie Whipday, The Boys' Brigade, Felden Lodge, Hemel Hempstead, Herts, HP3 0BL.

Any enquiries about volunteering at Unite, please contact **01442 288551** or **unite@boys-brigade.org.uk**