



## Volunteer Application Form

Lesedi la Batho strives to grow and expand our mission in order to provide the best possible service to the community of Mabopane, and believe that in order to do so we need to expand our skill base. Volunteers who are hardworking, light-hearted and flexible, have a love for the community and are passionate about social change, would be warmly welcomed into our organisation and become part of our 'Lesedi family'. Please complete the below information to the best of your ability. We look forward to hearing from you!

### Personal Details

Name(s): \_\_\_\_\_

Contact Number(s): \_\_\_\_\_

Email address: \_\_\_\_\_

Address: \_\_\_\_\_

Nationality: \_\_\_\_\_

Date of birth: \_\_\_\_\_ ID/ Passport number: \_\_\_\_\_

### About You

Qualifications: \_\_\_\_\_

Relevant Work Experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If you already know what type of volunteering work you would like to do with Lesedi la Batho, can you tell us more? What interests, skills and experience do you believe you could bring to our organisation? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Availability

How regularly would you like to volunteer?

Daily     Weekly     Monthly     Other: \_\_\_\_\_

For which period would you like to volunteer?

Start date: \_\_\_\_\_

End date: \_\_\_\_\_

Are you more available during:

Weekday mornings     Weekday afternoons     After hours (evenings & weekends)

Do you have access to the use of a car?

Yes     No

Do you have a valid driver's license?

Yes     No

Do you have access to the use of a computer?

Yes     No

## Status

In education

  
  
  

Permanently employed

Temporarily employed

Unemployed

Retired

Stay at home spouse

Out of work due to health

Other

Please specify: \_\_\_\_\_

  
  
  

## References

Please provide two references\*. Both should know you well and for a minimum period of one year. No family members will be accepted. At least one reference should be from your previous or current employer.

\*Please note that by signing this application form, you offer your consent for Lesedi la Batho to contact the individuals listed as references.

Reference 1

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Contact Number(s): \_\_\_\_\_

Email address: \_\_\_\_\_

Address: \_\_\_\_\_

Reference 2

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Contact Number(s): \_\_\_\_\_

Email address: \_\_\_\_\_

Address: \_\_\_\_\_

## Supporting Documents

Please attach the following documents to your application:

- Certified copy (not older than three months) of ID/passport
- Copy(s) of qualifications and curriculum vitae/resume
- Certified copy (not older than three months) of police clearance (not older than six months) \*

\* Due to the fact that our organisation works with vulnerable groups and people, we require each individual who is employed by or volunteering for our organisation to provide a criminal record. If your application is successful and you do not yet have a police clearance, please apply for this immediately upon our correspondence (these documents take up to 21 working days to clear). International volunteers are required to submit police clearance from their country of citizenship/residence prior to starting their volunteership.

Please note that according to our Child Protection Policy, your name will be submitted for clearance on the Child Protection Register & Sex Offenders Register. By signing this application form, you offer your consent for Lesedi la Batho to do so. (South African citizens/residents only)

## Data Protection Act

Your personal details will be treated as confidential and kept for no longer than necessary. If you are accepted as a volunteer the information you have provided on this information form will become part of your volunteer records which will be used to plan and record your practical involvement as a volunteer.

I am aware that the information I have provided will be treated confidentially and consent to it being used and stored in the capacity stated.

Would you like to be added to our organisation's mailing list to receive news and updates via email?

Yes  No

## Visual Images & Social Media Policy

I understand that, according to Lesedi la Batho's Visual Images & Social Media Policy, consent must be provided by beneficiaries of Lesedi la Batho in the form of signed photo and video release forms whenever possible before employees, volunteers or board members of Lesedi la Batho may post photos or videos of the beneficiary online.

I hereby irrevocably consent to and authorize the use of and distribution by Lesedi la Batho, or anyone on the Lesedi la Batho premises, of any and all photographs/videos taken of me, as well as written or recorded communication made by me, for any purpose whatsoever, including marketing and fundraising purposes,

without further compensation to me. The photographs/videos and the negatives shall remain the property of the person that took them.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for your application!**

Please allow us a period of two weeks to correspond regarding the outcome of your application.