



## Gladstone's Library Volunteer Application Form

**GDPR and Privacy Statement:** Gladstone's Library values the privacy of all staff and volunteers. To protect your privacy, Gladstone's Library does not keep candidate details on file unless specifically requested. Requests must be submitted in writing and will be kept with the record for one year before being destroyed. If your application is successful, Gladstone's Library keeps a copy of your application form and CV (if submitted) in your personnel file. This remains active until one year after notice is given; it is then anonymised and passed to historical records. We will only use your details to contact you regarding volunteering with us, and your details will never be passed to third parties or used for direct marketing.

### Personal Information

Please complete using capitals or type.

Surname

Forenames

|  |  |
|--|--|
|  |  |
|--|--|

Title

|  |
|--|
|  |
|--|

Address

Telephone number

E-mail address

|  |  |
|--|--|
|  |  |
|--|--|

### Employment / Volunteering History

Employment & volunteering experience (past/present)

Qualifications & relevant training courses attended

Other skills or interests

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |

Title of Volunteering Role or Department you'd like to volunteer in

|  |
|--|
|  |
|--|

Emergency Contact

Please supply the details of someone we can contact in the event of an emergency

|                |                         |
|----------------|-------------------------|
| Name           | Telephone number        |
| E-mail address | Mobile telephone number |

I confirm that I am willing to abide by the guidelines and regulations of Gladstone's Library, as outlined in the Volunteering Information Pack:

|           |      |
|-----------|------|
| Signature | Date |
|-----------|------|

|  |                       |
|--|-----------------------|
| <b>Please return to</b><br>Elizabeth Newmarch<br>Gladstone's Library<br>Church Lane<br>Hawarden<br>Flintshire<br>CH5 3DF<br>e-mail: <a href="mailto:elizabeth.newmarch@gladlib.org">elizabeth.newmarch@gladlib.org</a> | <b>FOR OFFICE USE</b> |
|--|-----------------------|