



## VOLUNTEER APPLICATION FORM

People and Culture Department

Name	
Address	
Postcode	
Phone	
Mobile Phone	
Email	

Preferred Volunteer Roles (Tick)				
Individual Social Support	Bus Driver	Group Social Support (Bus & Outings)	Administration	Building Services Workshop Assistant

How did you find out about volunteering with ADSSI?
What skills can you bring to ADSSI?

Do you see volunteering as a path to developing skills for gaining employment with ADSSI or elsewhere?	Yes	No
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What would you like to gain from volunteering with ADSSI?

### Availability

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					
Afternoon					

<b>Emergency Contact</b>	
Name	
Relationship	
Phone	
Mobile phone	

Do you have any injuries, disabilities or health problems that could impact on your role as a Volunteer? (or endanger yours or another person's health or safety)	Yes No
Details:	
Dietary needs	
First aid needs that may require specific treatment in a medical emergency, such as severe allergies.	

<b>Background</b>	
Highest level of education	
Current occupation	
Hobbies, skills, interests	
Volunteer experience	
Languages other than English	

Do you have a car available to use for your volunteer work?	Yes No
Is the vehicle comprehensively insured?	Yes No
Do you hold a current driving licence?	Yes No
DL Class:	
Expiry date:	

ADSSI requires two verbal or written references prior to a Volunteer position being offered. Please nominate two people (not family) who are suitable to provide a reference and advise them that ADSSI will be making contact. By providing these details, you have given permission for ADSSI to contact your referees.

Name	
Phone	
Mobile phone	
Email	
How do you know this person?	

Name	
Phone	
Mobile phone	
Email	
How do you know this person?	

Are you committed (at this time) to any other training, volunteering, work, travel plans etc that could affect your future availability?	Yes No
Details:	

I understand that if accepted as a volunteer that:

- Referee checks are required
- A Police Check and Working with Children Check (specific roles) is required
- The Code of Conduct and Ethics must be signed and complied with
- A position description will be provided
- Willingness to attend team meetings and participate in department specific training – eg. manual handling, wheelchairs, walkers,
- All Volunteer activities are covered by Volunteer Personal Accident Insurance
- There is a six-month probationary period
- The Volunteer role requires effective teamwork and cooperation
- All ADSSI Policies and Procedures must be complied with
- Work Health Safety guidelines must be complied with
- An annual performance review is undertaken
- ComPacks volunteers require vaccination information
- The Voluntary Workers Personal Accident Policy only covers people up until their 85<sup>th</sup> birthday. For this reason, ADSSI cannot offer volunteering roles to people after they reach 85 years of age.

Signature		Date	
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Thank you for applying to Volunteer at ADSSI Limited. Please return this completed form to:

[kim.bowden@adssi.com.au](mailto:kim.bowden@adssi.com.au)

Adssi In-home Support

ATT: Coordinator of Volunteers,

3A Pioneer Avenue, Tuggerah NSW 2259