

North Ringwood Community House Inc

35-39 Tortice Drive, Ringwood North 3134
PO Box 2489, Ringwood North 3134
Telephone: **9876 3421** Facsimile: 9879 0739
Email: admin@nrch.org.au Web: www.nrch.org.au
ABN: 78 052 679 939
Registered Training Organisation: 6434



APPLICATION FOR REGISTRATION OF VOLUNTEER WORK

Name:		D.O.B:
Address:		Postcode:
Phone:	Mobile:	Work:
Email:		

How did you hear about volunteering at NRCHI?

Course Brochure Word of Mouth Eastern Volunteers Website Other

Area/s of interest

Fundraising & Events Coordination Office Administration Other

How long are you able to volunteer your time with us?

1-6 months 6-12 months Over 12 months Indefinitely

When are you available?

Monday	Tuesday	Wednesday	Thursday	Friday	Other

Tell us about any appropriate qualifications, special skills/knowledge or previous experience that you have.

Tell us why you would like to volunteer with NRCHI?

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What would you like to achieve from your volunteer work at NRCHI?

Are you available at short notice? Yes No

Please provide 2 referees:

Name: _____ Position: _____ Phone: _____

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North Ringwood Community House Inc. undertakes to provide:

- Training for the position
- Opportunities to network with other workers and volunteers

Volunteering applicants agree to:

- Undertake appropriate training for the relevant position
- Work within the Code of Conduct and policies of North Ringwood Community House Inc.
- Receive guidance and support from North Ringwood Community House Inc. supervisors, Chief Executive Officer (CEO) and members of the Board of Governance (BoG), as deemed appropriate for the role.
- Agree to provide a current National Police Check (no less than 6 months old) and a current Working with Children Check (WWCC).

Please note: No monetary payment will be made to volunteers.

Signed: _____ Date: _____

PRIVACY AND CONFIDENTIALITY STATEMENT:

North Ringwood Community House Inc. respects your right to information privacy. Information we collect and keep on volunteers is for our administration purposes and will not be disclosed for any secondary purpose. Information collected is kept confidential, in accordance with privacy laws. It is important that your information is accurate and up to date. If you wish to view the personal information that we hold for you please contact the center on (03) 9876 3421 from Monday – Friday between 9.00am – 4.00pm or alternatively via email on admin@nrch.org.au