

YMCA HUMBER

Volunteer

Application Pack

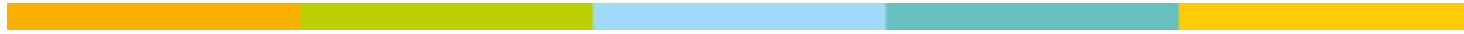


Once you have completed your application form please return to the YMCA Humber via:

YMCA Humber Volunteering
c/o People and Policy Manager
21, Freeman Street
Grimsby
DN32 7AB

YMCA Humber Volunteering
c/o People and Policy Manager

email: ceinwen.fews@ymca-humber.com



Contact Details.					
Title:			Address:		
First Name:					
Surname:					
Date of Birth:					
Email Address:			Contact Number:		

Volunteering Role:			
Please tick the role you wish to volunteer within (select several if you have varied preferences)			
Front of House Bradbury Café	<input type="checkbox"/>	Youth Club Support	<input type="checkbox"/>
Catering Assistant Bradbury Café	<input type="checkbox"/>	Youth Sessional Work (Holiday Events)	<input type="checkbox"/>
Household and Cleaning	<input type="checkbox"/>	Reception Assistant	<input type="checkbox"/>

Skills and Experience:
Please tell us a little about your experience, skills why you would like to support the YMCA Humber.

Current Availability: (please tick where appropriate)						
Monday	<input type="checkbox"/>	Morning	<input type="checkbox"/>	Afternoon	<input type="checkbox"/>	Evening
Tuesday	<input type="checkbox"/>	Morning	<input type="checkbox"/>	Afternoon	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	Morning	<input type="checkbox"/>	Afternoon	<input type="checkbox"/>	Evening
Thursday	<input type="checkbox"/>	Morning	<input type="checkbox"/>	Afternoon	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	Morning	<input type="checkbox"/>	Afternoon	<input type="checkbox"/>	Evening

*Please note that evening Volunteering is only available at Youth Club Sessions (3 nights a week)

Character Reference Details.

Please provide the contact details of a person who will act as a work or character reference for you, and where possible provide an e-mail address as this is the securest way to request the required details in a timely manner. **(Please note these must not be members of your family.)**

Title:	
First Name:	
Surname:	
Email Address:	
Contact Number:	
How long have you known the applicant?	

Employment of Relatives.

YMCA Humber is committed to being an equal opportunities employer and recruiting the best person for the job. Therefore, to ensure our recruitment procedures are transparent please state below any relationship you may have to another employee or volunteer.

Name:	
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Rehabilitation of Offenders Act 1974.

Whilst a criminal record will not necessarily be a bar to obtaining a Volunteer position with YMCA Humber, the relevance and seriousness of the circumstances must be fully considered before any decision to confirm a position is made. Therefore, we as that you please note if you have ever been:

- convicted of a criminal offence?
- or presently the subject of fitness to practice proceedings by a UK licensing or regulatory body?
- or are subject of any Police investigation, caution or conviction in this or any other country?

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Declaration.

YMCA Humber complies with Working Time Regulations and therefore advises you to be aware of its associated guidance on working no more than 48 hours in a week. This includes any hours worked in any other volunteering or paid roles.

I confirm that the above information is complete and correct and that any untrue or misleading information will give the YMCA Humber the right to reject my application or to withdraw any voluntary post offered.

I understand that certain volunteer positions based on the main site may be subject to an Enhanced Disclosure and Barring Check (DBS) with all successful candidates required to complete forms and application processes to permit such checks. All DBS processes conform to GDPR requirements and will be provided to candidates during the pre-check process where appropriate.

Please sign below to say you agree to volunteer with the YMCA Humber.			
Name:		Signature:	

What volunteers can expect from us.

To ensure volunteers enjoy their role, get the most out of it and that there is a mutually beneficial relationship with the YMCA Humber our commitment to volunteers is to:

- ❖ Always treat volunteers with respect, consideration, and appreciation.
- ❖ Ensure volunteers have a clear idea of their responsibilities.
- ❖ Give volunteers information about training and support available to help them carry out their role.
- ❖ Provide volunteers with support through regular meetings or discussions.
- ❖ Update volunteers on how their work has made a difference.
- ❖ You will have a dedicated 'mentor' to support you throughout your volunteering experience.

What we expect from you as a volunteer.

To meet our commitments to our residents, visitors and members YMCA Humber expects high standards from our teams, whether paid staff or volunteers. We would ask volunteers in return to:

- ❖ Always treat YMCA Humber staff, residents, and fellow volunteers with respect.
- ❖ Act in a professional way when representing YMCA Humber.
- ❖ Act in a way that does not discriminate against or exclude anyone.
- ❖ Provide as much notice as possible if they are unable to fulfil their volunteering commitment.
- ❖ Inform the YMCA Humber Team if they no longer wish to be involved in their role.

Benefits of Volunteering with the YMCA Humber.

- ❖ You will gain knowledge and experience.
- ❖ The role creates a sense of belonging and purpose, whilst enhancing well-being.
- ❖ You will have the opportunity to meet new people and become part of a team.
- ❖ Volunteering can support people in building a CV towards future employment.
- ❖ Volunteering makes a positive difference to a variety of people and needs.

Please note that due to the nature of the service provided by the YMCA Humber a fully enhanced Disclosure and Barring Check (DBS) is required for roles which come in contact with vulnerable children and adults. Safeguarding Training may also be required. All checks are provided by the YMCA Humber.

Please sign to say you agree with the application requirements and are willing to undertake a volunteer role with the YMCA Humber.

Signature.

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Bradbury Café Volunteer

Job Description

As a volunteer within the Bradbury Café at the YMCA, you will work alongside members of our Catering Team, and work within a busy onsite café. The Bradbury Café, based at our main site on Freeman Street in Grimsby offers meals, snacks and refreshments from 9.00am – 3.00pm Monday to Friday.

Key Responsibilities:

Meeting and Greeting both residential and external customers.

Taking food and drinks orders and operating the till when required.

Ability to maintain a high standard of cleanliness within the Kitchen Area.

Housekeeping Volunteer

Job Description

As a volunteer cleaner you will work alongside our Team, carrying out general cleaning tasks, both within our main site on Freeman Street and our Clee Fields Sports Facility maintaining YMCA premises to a good standard.

Key Responsibilities:

Help with general cleaning, housekeeping and deep cleans.

A good understanding of COSHH and cleaning product awareness, with support throughout.

Carry out general refuse and waste collection within the accommodation portfolio.

Youth and Community Volunteer

Job Description

As a volunteer within our Youth Team, you will work alongside members of our Wellbeing Team, supporting a variety of sessions for both youngsters, parents, and their families. The role will involve volunteering at both our main site on Freeman Street, and the MUGA Facility on Kent Street.

Key Responsibilities:

Supporting the delivery of a range of indoor and outdoor activities.

Assisting at after school clubs, holiday youth sessions and Football Programmes for children aged 7 and above.

Ability to help with sports, fitness, games, arts & crafts, and wellbeing activities.

Reception and Administration

Job Description

As a volunteer within our Admin Team, you will be the first point of contact for residents and visitors, providing a warm welcome to all. Whilst ensuring everyone is supported and directed quickly and efficiently to ensure their needs are met, you will take in postal deliveries, answer incoming calls and refer visitors to staff members accordingly.

Key Responsibilities:

Meet and greet residents and visitors as they enter the service, engaging with them and answering enquiries.

Take in postal deliveries, informing administration staff, as necessary.

Handle incoming phone calls politely, taking, and relaying messages as appropriate.

PLEASE NOTE:

Due to the nature of the roles and the environment you will be working in, all volunteers must be 18 years or over. Some roles may require an Enhanced DBS Check – which will be provided for you by YMCA Humber.