

North Melbourne:
Attention: Clark Mitchell E: clark.mitchell@NMFC.com.au
A: The Huddle, PO Box 158, NORTH MELBOURNE VIC 3051
P: 9320 2464
Wyndham:
Attention: Jesse Fyfe E: jesse.fyfe@NMFC.com.au
A: The Huddle, Hoppers Crossing Youth Resource Centre,
 86 Derrimut Rd, HOPPERS CROSSING, 3029
P: 8734 1355

Volunteer Application Form The Huddle



Please return your form to the appropriate place listed above.

Personal information provided on this form will be handled in a manner consistent with applicable Privacy Laws.

Section A

Full name:

Any previous name(s):

Home Address:

Suburb: Postcode: Length of time at current residence:

Telephone: (H) (Mob)

Email:

Date of Birth: Gender:

Background (cultural/religious):

Languages spoken:

Emergency contact name and phone number:.....

What is your official citizenship and residence status? Please ✓

- | | | |
|---|--|---|
| <input type="checkbox"/> Australian Citizen | <input type="checkbox"/> New Zealand Citizen | <input type="checkbox"/> Permanent Residency Visa |
| <input type="checkbox"/> Temporary Entry Visa | <input type="checkbox"/> Humanitarian Visa | <input type="checkbox"/> Other |

Section B

Occupation (please circle): Employed / Student / Home Duties / Unemployed / Retired

Name of Employer:

Length of time with current employer:

Occupation:

Can we contact you at work? **Yes / No** Telephone No. (B):

Would you be available for interviews during business hours? **Yes / No**

Please list previous employment last five years (including positions held, name of employers and dates):

.....

Please list voluntary work (including position held, name of organisation and dates):

.....

Please list areas that you have studied (including degree courses, short courses and dates of completion):

.....

Section D

The Huddle has a range of positions and programs for volunteers to get involved in.

Please indicate the role and programs you think you would like to take part in and tell us why.

If you select more than role that you feel comfortable with, please indicate your preferred role.

☐ Tutor

As a tutor, which educational subject areas would you be interested in providing support in and why?

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.....

I would like to volunteer for the following session of the Study Support Program (please ✓)

- ☐ Mondays (minimum of 2hrs between 4-7pm) ☐ Tuesdays (minimum of 2hrs between 4-7pm)
☐ Wednesdays (minimum of 2hrs between 4-7pm) ☐ Thursdays (minimum of 2hrs between 4-7pm)

There is a Lead Volunteer for each session of the Study Support Program. This role involves additional responsibilities to the tutor role, assisting the Coordinator in supervising and welcoming people to The Huddle.

☐ I am interested in becoming a Lead Volunteer

☐ Mentor

As a mentor, how would you support a young person and what experience can you bring to the role?

.....
.....

I would prefer to mentor in the areas of -

- ☐ Pathways to employment/Careers (please specify industry of area of interest)
☐ Leadership ☐ Sport ☐ other (please specify)

☐ Community Coach

What experience or skills do you have in community sport and how would you support a young person to participate and grow through sport and recreation?

.....
.....

Please tell us days and times you are available

☐ I am interested in volunteering in one-off events such as taking families to the football or bbq's

☐ Communications and Special Projects

The Huddle oversees a range of projects that help us to tell our story and enhance our programs and partnerships. Projects require diverse skill sets and may involve: creating displays for the classroom; taking photos at events; writing stories about The Huddle for publication; working with young people to tell their story; or writing an annual report.

What experience or skills do you have in communications (visual or text based) that you could bring to The Huddle? How might you help The Huddle to enhance its communications or programs?

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.....

Section D

Do you have any health conditions or disability which may impact upon your involvement as a volunteer?

Yes / No If yes, please specify:
.....

Section E

Some laws prevent people from working with young people if they have certain criminal convictions. The Huddle (NMFC) seeks to protect the safety of young people by excluding applicants with certain criminal convictions.

Have you been charged or convicted of any offence*; received a finding of guilt (either with or without conviction), good behaviour bond or other court order; and/or are any matters awaiting court hearing or current investigation? If yes, please specify:

NB. You are under no obligation to provide details of spent convictions unless they relate to 'designated offences', which must be disclosed. 'Designated offences' are any sexual offences and any offences against the person if the victim of the offence was under 18 at the time the offence was committed. You should disclose any such offences.

I agree to undertake/provide a Working with Children Check or a Victoria Institute of Teaching (VIT) registration. **Yes / No**

If you already have a Working with Children Check card, please provide the card number and expiry date:

WWCC card number: Expiry date: / /

Section F

Please name all clubs, groups or organisations to which you belong or are a member:

.....
.....

How would you describe yourself? Please ✓

- | | | | | |
|------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> GRATEFUL | <input type="checkbox"/> ENTHUSIASTIC | <input type="checkbox"/> PERSISTENT | <input type="checkbox"/> BRAVE | <input type="checkbox"/> HONEST |
| <input type="checkbox"/> CREATIVE | <input type="checkbox"/> KIND | <input type="checkbox"/> GENEROUS | <input type="checkbox"/> FAIR | <input type="checkbox"/> INDEPENDENT |
| <input type="checkbox"/> HUMOUROUS | <input type="checkbox"/> OPEN-MINDED | <input type="checkbox"/> CURIOUS | <input type="checkbox"/> FORGIVING | <input type="checkbox"/> MODEST |
| <input type="checkbox"/> HOPEFUL | <input type="checkbox"/> PATIENT | <input type="checkbox"/> ORGANISED | <input type="checkbox"/> SUPPORTIVE | <input type="checkbox"/> COOPERATIVE |

Tell us about your hobbies/interests (eg. sports, arts, music)?.....

.....
.....

Why do you want to become a volunteer at The Huddle?.....

.....
.....

What do you hope to achieve as a volunteer at The Huddle?.....

.....
.....

Section G – References

Please name two referees; a current employer/supervisor (employment, voluntary work or study), and a friend (someone who knows you well). Nominate referees who have known you for a minimum of 2 years, except for employer/supervisors who are required to have known you for a minimum of 12 months. Please advise us if you have any difficulty.

Except as otherwise required by law, all references are confidential.

1. Current Employer/Supervisor:

Name: Address:
..... Postcode:
Telephone: (H) (W) (Mob)
Email:
How many years have you known this person?

2. Friend:

Name: Address:
..... Postcode:
Telephone: (H) (W) (Mob)
Email:
How many years have you known this person?

Section H

Are you able to meet the minimum commitment for the role you are interested in? **Yes / No**

Are you anticipating any changes to your circumstances in the next 6 months that may impact upon your volunteering (e.g. marriage, moving residence, employment, children etc.)? **Yes / No**

If selected, do you agree to engage with staff for support and supervision? **Yes / No**

Do you agree to participate in training? **Yes / No**

Name of applicant:
(In BLOCK LETTERS)

Signature of applicant:

Date:/...../.....