If you would like to apply to be considered for a volunteering opportunity with the Whyalla City Council, simply complete this application form.

Upon receipt of your completed registration form your details will be forwarded to the relevant section which will confirm whether a volunteering opportunity is available.

We will make every effort to match you to a volunteer role that suits you while taking into consideration your special skills, interests and preferences.

You will be advised within five (5) working days by phone or email if we have any opportunities for you.

For more information on our volunteering program, email [events@whyalla.sa.gov.au](mailto:events@whyalla.sa.gov.au) or phone (08) 8640 3444 and ask to speak to our Events and Volunteer Officer.

**Personal Details:**

Full Name: First Name:       Surname:

Residential Address:

Suburb:       State:       Post Code:

Email Address:

Telephone: mobile:       other:

Date of Birth:

Do you identify as a person of Aboriginal / Torres Straight decent?  Yes  No

Can you speak another language?  Yes  No If yes, please list

**Emergency Contact:**

Primary Contact Full Name:       Relationship to contact: Choose an item.

Address:

Suburb:       State:       Post Code:

Telephone: mobile:       other:

**Referee Contact:**

Primary Contact Full Name:

Address:

Suburb:       State:       Post Code:

Telephone: mobile:       other:

**Medical Information:**

Do you identify as a person with a disability or impairment?  Yes  No

If yes, please state if any special requirements may be needed for the work area:

Allergies:

Health / Medical Conditions:

If required, would you be prepared to undertake a medical examination?  Yes  No

**Skills and Experience:**

Are you currently employed?  Yes  No If yes, please list occupation

Briefly outline relevant skills, experience and qualifications:

**Volunteer Details:**

Have you been a volunteer before? Yes □ No □ If yes, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In order of preference, what type of volunteering or area of Council are you interested in?

1.

2.

Briefly describe why you wish to become a volunteer

Are you available on a regular basis?  Yes  No

Preferred hours per day/week:

Other comments or information you would like to provide to support your application:

**Declaration:**

1. I understand that I have the same rights and responsibilities as a paid worker under the SA Work Health and Safety Act 2012 and accordingly I have obligations under Council’s Work Health and Safety Injury Management Policy and Council’s Volunteer Management Policy and will endeavor to:

* Take reasonable care of my own safety and that of others at work;
* Use personal protective equipment in accordance with the established safe work practices of Council;
* Ensure that I am not, by the consumption of alcohol or drugs;
* Raise any matter, which gives cause for concern with the volunteers supervisor;
* Notify any hazard and report any injury as soon as practicable to the volunteer supervisor.

1. I understand that if I use my private vehicle when performing my volunteer duties it is my responsibility to advise my insurance company so that they can advise me of my coverage.
2. I understand that if the nature of my volunteer work requires it, I might be subject to screening as appropriate (e.g. police check and/or medical).
3. I understand that as a volunteer I do not have rights pursuant to the Return to Work Act 2014.

*I,* ***acknowledge and declare,*** *that the information given on this form is true and correct.*

Shape

Description automatically generated with low confidence

*Name Signature Date*

**PLEASE RETURN COMPLETED FORM TO THE EVENTS AND VOLUNTEER OFFICER** [**events@whyalla.sa.gov.au**](mailto:events@whyalla.sa.gov.au)

***Office use only:*** *Volunteer registration form request forwarded to relevant department for consideration*

*Application Approved /  Application Declined*

*Applicant notified within 5 working days of outcome*

*Induction links and checklist issued to supervisor ready for first day*

*Volunteer register spreadsheet updated*

*Documentation recorded*