

# Volunteer Application (V8.3)

**Personal Details:**

Preferred Title: Mr / Mrs / Ms / Miss / Other:

Given Names: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Home

Mobile

Email address: \_\_\_\_\_

Are you an Australian Citizen/Permanent resident? Yes/No.

If No, please provide Visa or Work Permit Number: \_\_\_\_\_

Date available to commence at FSPH: \_\_\_\_\_

Please attach your **resume or a letter** to this application detailing your work history, qualifications/tickets and licenses (if applicable).**What type of volunteering role interests you?** Patient & Visitor Liaison       Administrative/Clerical Support       Maintenance Services Fundraising / Events / Public Relations       Other \_\_\_\_\_**Please outline any skills/experience that you would particularly like to use while volunteering at FSPH?**

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**What key strengths do you feel you could bring to our Volunteer program?**

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**Please outline the benefits of taking part in the Friendlies Volunteer Program that most interest you:**

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**Please list your interests/hobbies. What do you like to do in your spare time?**

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**Availability**

How often would you like to be scheduled for Volunteering?

 Weekly     Monthly     At one off events / On call     Negotiable

Which days and hours you available for volunteering?

 Monday     Tuesday     Wednesday     Thursday     Friday     Weekend (occasional events only) Morning     Afternoon /     Half Day     Full Day**Comment (optional):** \_\_\_\_\_**Health Details\*:**Do you have a known health condition/s which could prevent you from carrying out the duties of this position in a manner which is competent, efficient and/or safe to yourself, other employees, the general public and the Hospital property? **Yes / No**

If yes, please provide further details: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_Do you have any pre-existing injuries/illnesses that could reasonably be aggravated by performing the duties of the position being applied for? **Yes / No**

If yes, please describe:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_Do you authorise us to seek information from third parties (eg.WorkCover Queensland) regarding your workers' compensation claim history? **Yes/No****\*PLEASE NOTE: If you knowingly provide false information in relation to your health, you may not be entitled to Workers' Compensation.****Criminal Check:**Do you have any adult Queensland, Commonwealth or Territory convictions which are less than 10 years old? **Yes/No**

If yes please describe:

\_\_\_\_\_

Has any claim ever been made or civil, criminal or regulatory proceedings brought against you in your professional capacity? **Yes / No**

If yes please describe: \_\_\_\_\_

**Do you require volunteer hours to fulfil Centrelink obligations?** **Yes/ No**

If Yes, please indicate the number of hours that you are required to work:

 8 hours per week     15 hours per week     Other \_\_\_\_\_

## References

Please give details of two referees.

Please note – referees should be a previous employer, colleague or fellow committee member, who has known you for more than 12 months, rather than a relative or close friend.

*Uncontrolled document when printed.*

*This copy printed 25 February 2021.*

1. Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

How do you know this person? \_\_\_\_\_

2. Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

How do you know this person? \_\_\_\_\_

**Your contribution as a Volunteer is greatly appreciated as Volunteering is undertaken of one's own free will, with no financial payment and is for the benefit of the community.**

### If engaged as a Volunteer with the Friendlies, I agree to:

- Participate in Training and Induction programs.
- Abide by all confidentiality and privacy requirements.
- Notify the Volunteer Coordinator or my Service Manager if unable to attend any day.
- Read and comply with position description, policies and procedures.

### The Friendly Society Private Hospital Values

**Friendliness** We value "friendliness" because it is foundational to our name and culture.

*Friendliness connects us to our community. Friendly by name, Friendly by nature*

**Courage** We value courage, to speak up, to have a point of view, to defend what's right, to embrace new ideas.

*Courage is taking ownership even if it costs*

**Compassion** We value compassion as a means of respectful connection with another human being to make a difference.

*Compassion results in caring action*

**Diligence** We value diligence to provide us with the ability to achieve.

*Working hard to do the right thing the right way with a positive attitude*

**Wisdom** We value wisdom because its deliberate use allows us to reach our full potential.

*Wisdom makes knowledge effective and leads to accountable words and actions*

### **Our Mission Statement - To be the Hospital of Choice for Friendly Quality Health Care**

Should I be successful in obtaining a Volunteer position with the Friendly Society Private Hospital, I commit to upholding the Hospital's values as detailed within this document.

Print Name

Sign

Date

How did you hear about our volunteering program: (tick):

FSPH Web Site    Social Media    Pamphlet    Other advertising    Friend

Other: \_\_\_\_\_