



Balwyn Evergreen Centre

A.C.N. 004 672 306 A.B.N. 94 907 516 455
 45 Talbot Ave, Balwyn, 3103 Ph: 9836 9681 Fax: 9836 8259
 Email: volunteer@balwynevergreen.org.au

GENERAL VOLUNTEER APPLICATION FORM

Please email this form back to volunteer@balwynevergreen.org.au

PERSONAL INFORMATION			
Name		Preferred Name	Pronoun
Address		Post Code	
Email Address		Phone Contact	
Date of Birth		Country of Origin	
Are you an Australian Citizen?		If no, which Visa type:	
Have you lived outside of Australia for more than 12 months after the age of 16?			<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you of Aboriginal or Torres Strait Islander origin?			<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you speak languages other than English? If yes, please list:			
Do you have any medical conditions that could restrict you in tasks we may require you to do? If yes, please specify:			

EMERGENCY CONTACT			
Name		Relationship	
Address		Post Code	
Email Address		Phone Contact	

WHAT VOLUNTEER ROLE(S) ARE YOU APPLYING FOR?	
Position Title(s): (E.g. Dining Assistant, Transport Driver)	
Day(s) and Time(s) you are available: (E.g. Wed 10am-12pm and Fri 2pm-4pm)	
See all current vacancies and volunteer role descriptions listed with the Boroondara Volunteer Resource Centre	

ADDITIONAL CASUAL BACK UP AVAILABILITY:			
Are you interested in being on our 'back up' list to help on occasions when other volunteers are on leave?			
<input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please indicate days and times you are available.			
DAY	TIMES (e.g. 11am-4pm)	DAY	TIMES (e.g. 11am-4pm)
MONDAY		FRIDAY	
TUESDAY		SATURDAY	
WEDNESDAY		SUNDAY	
THURSDAY			
The Volunteer Coordinator will discuss types of roles you are interested in and notice you require to be able to assist			



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WHY WOULD YOU LIKE TO VOLUNTEER FOR BALWYN EVERGREEN CENTRE?

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SUMMARY OF YOUR RELEVANT SKILLS / QUALIFICATIONS

(acquired from employment, volunteer work, or through other activities, including hobbies or sports)

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REFEREES: Please provide two people who are NOT family members who can tell us about you.

Name:	Name:
Email:	Email:
Relationship:	Relationship:

CONSENT – AS A CONDITION OF VOLUNTEERING YOU ARE REQUIRED TO:

ALL VOLUNTEERS

Submit a National Police Check (paid for by us)	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO
Show your COVID-19 vaccination status or exemption certificate	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO
Have annual FLU vaccination or provide exemption certificate (paid for by us)	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO
Sign a Commonwealth Statutory Declaration if you have you lived overseas for more than 12 months after the age of 16	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT APPLICABLE

COMMUNITY TRANSPORT DRIVER APPLICANTS ONLY. We are required to ask you to:

Participate in a Test Drive with a staff member	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO
Provide a copy of your Valid Victorian Driver's Licence	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO
Complete an annual Volunteer Driver Declaration	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO
Be willing to attain an accredited First Aid Certificate (paid for by us)	Do you agree to this? <input type="checkbox"/> YES <input type="checkbox"/> NO

DOG WALKING APPLICANTS ONLY

Preference of the size of dog you would like to walk: SMALL MEDIUM LARGE ANY SIZE

Preference of suburb(s) you are willing to go to walk the dog:

Some clients require additional support for their dog. Please tick if you interested in helping the owner to:

<input type="checkbox"/> Feed the dog	<input type="checkbox"/> Take the dog (and owner if required) to attend vet/grooming appointments	<input type="checkbox"/> Foster the dog in your home if owner needs to go away (E.g. short hospital stay)
<input type="checkbox"/> Bath/wash the dog	<input type="checkbox"/> Clean the dogs kennel/bedding	

Are you prepared to use your own vehicle to transport the dog and owner to vet/grooming appointments?

YES NO If yes, you must provide a copy of your valid Victorian driver's licence, maintain vehicle registration, and at minimum third-party property insurance (full comprehensive insurance is strongly recommended as your private vehicle is not covered by Balwyn Evergreen's insurance policy in the event of an accident).