



CLEVEDON COMMUNITY BOOKSHOP CO-OPERATIVE

VOLUNTEER APPLICATION FORM

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|---|-----------|
| First Name | Surname: |
| Address: | Postcode: |
| Tel: | Mobile: |
| Email Address: | |
| Emergency contact: | |
| Are you under 18? | |
| Do you have any additional needs or allergies? If yes, please specify: | |
| Rehabilitation of Offenders Act 1974 Do you have any unspent convictions? If yes, please specify: <i>Please note that a conviction will not necessarily exclude you from volunteering with CCBC</i> | |
| Character reference (name and contact details): | |
| Are you a member of the Clevedon Community Bookshop Co-operative? | |
| Would you like more information about becoming a member of the Clevedon Community Bookshop Co-operative? | |

Data Protection Act 2018 and General Data Protection Regulations

The information you give us will only be used to keep you informed about things to do with being a Community Bookshop volunteer. We won't share or sell the information with any other organisation, or individual. We will keep your details securely. By signing the application form you agree to the processing of personal sensitive data (as declared above) in accordance with the Data Protection Act 2018 and the General Data Protection Regulations.

VOLUNTEERING

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|---|--|
| <p>Potential volunteering interests: Please tick one or more boxes (subject to change according to your future preference)</p> | |
| • Shop booksellers team (regular half-day session) | |
| • Shop booksellers team (occasional/fill-in when necessary) | |
| • Internet booksellers team at Unit 15 (order processing, book retrieval, packing & posting) – you will need IT experience and use of a car to deliver books to Post Office | |
| • Book cataloguing team (cataloguing non-ISBN books at home or Unit 15 for internet sales) – you will need IT experience and a desk top or laptop computer | |
| • Unit 15 team (stock control including lifting and handling) – you will need IT experience | |
| • Bookcraft Team at Unit 15 – creating gifts from surplus stock | |
| • Window dressing team | |
| • Bookbinding team at Unit 15 | |
| • Clevedon Press team | |
| • Marketing, Publicity and Website team | |
| Would you be willing to help the Bookshop Co-operative contribute to outside events such as running a bookstall, e.g. at Clevedon Tides Festival? | |
| Would you require any ICT (Information and Communications Technology) training? | |
| Do you have a car? | |
| • Would you be willing to transport books/people? | |
| Please also list any interests/skills that you consider would be useful/relevant to Clevedon Community Bookshop Co-operative: | |
| How did you find out about volunteering at Clevedon Community Bookshop? | |

I agree to the data protection statement above and I certify that all statements given on this form by me are true and correct to the best of my knowledge.

Applicant's signature: Date:

Processed by: Date: