



Volunteer Application Form

Thank you for your interest in becoming a volunteer with Prison Fellowship.

Please fill in all sections of this application form, in clear printed handwriting, and return to us at:

Prison Fellowship, PO Box 68226, SW1P 9WR

SECTION ONE: PERSONAL DETAILS

1:1	Title	
1:2	First Name	
1:3	Surname	
1:4	Other Names	
1:5	Email Address	
1:6	Home Address	
1.6.1	Please confirm that you live in England or Wales (<i>We are Prison Fellowship England and Wales and therefore can only accept applicants living in England and Wales. If you live outside of these regions, you can find out what Prison Fellowship International is doing in your region at www.pfi.org</i>). ☐ Yes, I live in England or Wales	
1:7	Home Phone Number	
1:8	Mobile Phone Number	

1:9	Date of Birth	
1:10	Present/Previous Occupation	
1.11	Gender	
1.12	Ethnicity	

SECTION TWO: ABOUT YOU (interests, qualifications, convictions and health)

Disclosures made in this section allow us to give practical support and guidance to you concerning any involvement you may have with volunteering for Prison Fellowship.

2:1	Which areas of Prison Fellowship are you interested in? (If your primary interest is meeting with your local group to pray, you do not need to tick anything). ☐ Angel Tree ☐ Letter Link ☐ In-prison courses ☐ Pastoral support ☐ Prayer Line Administrator ☐ Office volunteer (London based only) ☐ Unsure/Wherever I'm most needed
2:3	Why are you interested in volunteering with Prison Fellowship?
2:4	Tell us about yourself! What gifts, skills and experiences do you feel God has given you that you would bring to your volunteering role?

2:5	Do you have a teaching qualification? If yes, please provide details:
2:6	Do you have a disability or medical condition for which you receive treatment? If yes, please give details:
2:7	Do you presently suffer/have you previously suffered, from any mental health condition for which you are receiving/have received treatment? If yes, please give details.
2:8	Are there any restrictions on you working in the UK? If yes, please give details.
2:9	Are you barred from working with children or vulnerable adults? If yes, please give details.

2:10	Is there anything that precludes you working with children or vulnerable adults? If yes, please give details.
2:11	Are you currently subject to any complaints or investigations in relation to your conduct with children or vulnerable adults? If yes, please give details.
2:12	Do you have any criminal convictions, cautions, reprimands, bind-overs or cases pending? If yes, please give details.
2:13	Has a previous organisation where you were either an employee or a volunteer ever taken disciplinary action against you? If yes, please give details.

SECTION THREE: PERSONAL FAITH

3:1	Please describe how and when you became a Christian.
3:2	Please describe the difference your faith makes to your life.

3:3	Who is Jesus Christ to you?
3:4	Which church do you attend?
3.5	What is the denomination of your current church? ☐ Anglican ☐ Assemblies of God ☐ Baptist ☐ Elim ☐ Methodist ☐ New Testament Church of God ☐ Quaker ☐ Redeemed Christian Church of God ☐ Roman Catholic ☐ The Seventh day Adventist Church ☐ Other, please state: _____
3:6	Please tell us about your current involvement in your church.

Declaration of Faith:

We ask all volunteers to sign up to a mainstream Christian statement of faith, the Apostle's Creed:

I believe in God, the Father Almighty, creator of heaven and earth.

I believe in Jesus Christ, His only Son, our Lord, who was conceived by the Holy Spirit and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died and was buried; he descended to hell. On the third day He rose again from the dead. He ascended to heaven and is seated at the right hand of God the Father Almighty. From there He will come to judge the living and the dead.

I believe in the Holy Spirit, the holy catholic* church, the communion of the saints, the forgiveness of sins, the resurrection of the body, and the life everlasting. Amen.

**the true Christian church of all times and all places (catholic meaning universal)*

I agree to the Declaration of Faith: ☐ Yes ☐ No

SECTION FOUR: VOLUNTEER AGREEMENT AND DECLARATIONS

4.1 How we use your Data

Our volunteers are very important to us, and how we store and use your data is of upmost importance to us.

In accordance with the Data Protection Act (1998) and the General Data Protection Regulations (2018), Prison Fellowship England and Wales will hold your application form securely, and use the information to provide you the best service possible. Application forms may be shared with your local PF Group Leader when you are approved as a volunteer. A contact list may be shared by your local PF Group Leader within the PF Local Group or programme activity. We will never sell or share your data to a third party for marketing purposes.

Our full privacy policy can be found on our website. If you have any questions or concerns, or you ever want to update your contact preferences, you can do so by contacting the PF Support Team on 020 7799 2500 or communications@prisonfellowship.org.uk

4.2 Stay in Touch

As you explore becoming involved with PF as a volunteer, we want to keep you informed about opportunities and training, share stories and prayer with you, and connect you with all that's going on across the organisation.

As such, we will send you our monthly volunteer newsletter, *Voices*, and our monthly *Prayer Diary*. We will also send you our quarterly magazine, *In:sight*, and our fundraising appeals.

If you do not want to receive these communications, please indicate below.

I do not wish to receive:

☐ Voices (our volunteer newsletter)

☐ Prayer Diary

☐ New and Appeals

Please note that volunteers will be added to our volunteer newsletter, Voices, upon completion of their application process, if they have not already been added, so that we can keep all volunteers up to date with what's happening across the organisation.

☐ I cannot receive email and would prefer to receive these communications by post.

4.3 Volunteer Agreement

This agreement tells you what you can expect from us, and what we expect from you.

We, Prison Fellowship, will aim to:

- Live out our values of prayerfulness, respect, humility, unity, integrity, hope, compassion and dignity, as we interact and work with you;
- Provide basic training and induction on the work of PF;
- Provide clear role descriptions for defined PF volunteer roles and appropriate training and support for any specific volunteer role you undertake;
- Work with you to identify the right volunteer role for you; offer flexibility and the chance for personal development within your role wherever possible, and the right to change your mind regarding a voluntary activity without feeling guilty;
- Adhere to the PF policies and procedures that apply to volunteers; ensure that you know how to conduct yourself safely in the prison environment;
- Treat you fairly and with respect and consideration at all times;
- Keep you informed of what is happening in PF and to keep abreast of news in the prison sector;
- Listen and learn from your experience, providing you with opportunities to influence the work of PF through your feedback;
- Reimburse reasonable out-of-pocket expenses;
- Try to resolve any problems or complaints promptly and fairly;
- Recognise and celebrate the contribution volunteers make to PF.

You, the Volunteer, agree to do your best to:

- Work towards the achievement of PF's vision, to see every life in prison transformed;
- Work out PF's values of prayerfulness, respect, humility, unity, integrity, hope, compassion and dignity in your volunteering role;
- Perform your role to the best of your ability; to act reliably and efficiently, and to only take on responsibilities you feel able to manage;

- Operate within PF policies, procedures, guidelines, and management decisions; Ensure your behaviour, attitude and language support and protect the aims and interests of PF's vision or purpose, and are in line with PF's Code of Conduct;
- Maintain confidentiality of sensitive information and gained through PF activities, and use your position appropriately;
- Report any behaviour or allegations made to you by prisoners, children or young adults, or any concern about the behaviour of others, especially regarding the safety of others;
- Let PF know if your circumstances change e.g. contact details health conditions; if you have any problems or concerns; or if you decide to stop volunteering.

Note: this agreement is in honour only and is not intended to be a legally binding contract of employment.

I agree to abide by this Agreement: (please sign)

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4.4 Final Declaration:

- I am committed to the aims of Prison Fellowship including their commitment to protecting children and vulnerable adults.
- I have completed all sections of the application form accurately to the best of my knowledge and understand that to knowingly give false information or omit information is a breach of trust and could result in the ending of my volunteering relationship with Prison Fellowship.
- I understand that if I am subsequently convicted of a relevant criminal offence, I must declare this to Prison Fellowship.

Signed: **Date:**

Thank you for your application! Please send it to: Prison Fellowship, PO Box 68226, SW1P 9WR

Or scan it and email it to: volunteer@prisonfellowship.org.uk

If your application is initially accepted, you will need to send us two references, one from your current church leadership and the other from someone who knows you in an organisational capacity e.g. your employer or somewhere you have previously volunteered. You can download the *Reference Form* on our website on the Resources page.

Once we have received your two references, we will let you know if you have been accepted as a Prison Fellowship volunteer. You will then be connected with your local PF Group Leader, and offered training as appropriate.