**Glasgow Women’s Library**

**Volunteer Application Form**

Please complete and return to us at 23 Landressy Street, Glasgow G40 1BP

Glasgow Women’s Library processes your personal data safely in accordance with the General Data Protection Regulation 2018. We use the information you provide to process your volunteer application and add you to our mailing list if requested. We do not share this information with any third parties and you can withdraw your consent at any time by getting in touch. For more information on your rights and how your data is used and stored, please visit [womenslibrary.org.uk/privacy](http://womenslibrary.org.uk/privacy)

We send out a monthly email newsletter to keep you up-to-date. If you **would like** to receive our emails, please tick the box. You can unsubscribe at any time by getting in touch.

**Personal Details – all information you give will be treated as confidential.**

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| First Name: …………………………………… Surname: ……………………………………… |
| Address: …………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………… Postcode: ………………………… |
| Telephone: ……………………………………… Mobile: ……………………………………  E-mail: …………………………………………………………………………………………… |
| How would you prefer to be contacted? Telephone □ Mobile □ Email □ Post □ |

**Please indicate which Volunteer Post or area of GWL’s work you are interested in:**

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**Please tell us why you are interested in volunteering with Glasgow Women’s Library:**

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**Skills**

**What life skills do you have that you want to bring to GWL?**

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| --- | --- |
| Self-confidence  Good at communicating with people  Friendliness/welcoming manner  Organisational skills  Translation skills  Problem solving ability  Flexibility  Other (please state): ………………………………………………………………………  …………………………………………………………………………………………… | □  □  □  □  □  □  □  □ |

**What language skills do you have that you want to bring to GWL?**

|  |  |  |  |
| --- | --- | --- | --- |
| English:  I am confident answering telephone  I am confident making phone calls  I am confident reading and writing | □  □  □ | Other language (please state):  ……………………………………..  I am confident answering telephone  I am confident making phone calls  I am confident reading and writing | □  □  □ |

**What work skills do you have that you want to bring to GWL?**

|  |  |
| --- | --- |
| Front of house/reception work  Word processing and/or data entry  Library work  Design  Literacy tutoring  Archive or museum work  Research  Social media  Community development or learning  Tour guiding  Other (please state): ……………………………………………………………………………………………….  ………………………………………………………………………………………………………………………………. | □  □  □  □  □  □  □  □  □  □ |

**Employment or voluntary work**

Please tell us about any **jobs or voluntary work** you have done or are doing either in the **UK or another country**, and what kind of work you were doing.

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**What do you hope to gain from volunteering with GWL?**

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**How often can you volunteer?**

Please tell us when and what times you are available to volunteer, how many hours a week, and if you have any commitments, e.g. caring, attending a course, working.

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**How can we make it easier for you to volunteer with GWL?**

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**Please list any medical conditions or special needs you feel we should know about.**

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**Have you heard of GWL or been to any other learning activities, walks, classes or events?**

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**Your Signature:** ………………………………………………………… **Date:** …………………

*Thank you for your interest in volunteering with GWL*