

The Community
Partnership Room
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BCVS

*Encouraging
Community Action*

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This is the main postal address

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E: involve@bcvs.org.uk

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Bassetlaw Community and Voluntary Service

See the latest volunteering opportunities at
www.bcvsinvolve.org.uk

INVOLVE

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Organisation Questionnaire (page 1 of 4)

Name of organisation:

Volunteer opportunity title (eg. befriender):

Postal address (incl. Postcode):

Landline tel. no. (incl. area code):

Mobile tel. No.

Email address:

Website address:

Key contact name for new volunteers/placements:

Please give a brief description of what your organisation does:

Which geographical area of Bassetlaw does your work cover?

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The Local Council for Voluntary Service
The BCVS could not operate without the financial support of
Nottinghamshire County Council and Bassetlaw District Council.
Registered Charity No.501473

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Organisation Questionnaire (page 2 of 4)

Please give a simple description of the tasks for volunteer/placements that you currently require (eg. Driving, clerical support, befriending etc.): and what your organisation can offer to volunteers.

Minimum age of volunteers accepted:

Days and times volunteers required (please tick each box when volunteers will be required or circle All:

All	Mon	Tue	Wed	Thur	Fri	Sat	Sun
Morning							
Afternoon/ evening							

Quality checklist

Do you have a policy on:	Yes	No		Yes	No
Volunteering			Are your volunteers insured?		
Equal opportunities			Do your volunteers/placements receive relevant training?		
Health & Safety			Do you pay reasonable volunteer expenses?		
Police checks (if relevant)			Are there any disability access restrictions with your organisation? If yes, what?		

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Type of Activity Please tick any of the following that apply to the opportunity:	
Animals	
Art and Culture	
Children	
Disability	
Disaster Relief	
Domestic Violence	
Drugs and Addictions	
Education and Literacy	
Elderly	
Emergency Services	
Employment	
Environment	
Families	
Gay, Lesbian, Bi and Transsexual	
Health and Hospital and Hospices	
Heritage	
Homeless and Housing	
Human and Civil Rights	
International Aid	
Legal Aid and Justice	
Mental Health	
Mentoring	
Millennium Volunteers	
Museums	
Music	
Politics	
Prisoners and Ex Offenders	
Race and Ethnicity and Refugees	
Religion	
Sport and Outdoor Activities	
Women's Groups	
Youth	

Areas of Interest Please tick any of the following that apply to the opportunity:	
Administration	
Advice Information and Support	
Architecture and Building Work	
Art	
Befriending and Buddying	
Business, Management and Research	
Campaigning and Lobbying	
Caring	
Catering	
Community Work	
Computers, Technology and Website Design	
Counselling	
Driving	
Employee and Group Volunteering	
Entertainment	
Finance Work	
First Aid	
Fundraising	
Gardening	
General and Helping	
Hostel Work	
Languages	
Legal Work	
Local Events	
Marketing, PR and Media	
Music	
Mentoring	
National and International Events	
Officials	
Practical Work and DIY	
Retail and Charity Shops	
Sports Development	
Teaching, Training and Coaching	
Trusteeship and Committees	
Under 16 Volunteering	
Youth Work	

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Organisation Questionnaire (page 4 of 4)

National Volunteering Database

We regularly upload details of volunteering opportunities to the National Volunteering Database, (NVD) which are then available to the public from the do-it web site: www.do-it.org.uk.

People are then able to search the database to find opportunities that match their interests.

Partial details of the organisation offering the volunteering opportunity are also uploaded, these are:

- The name of the organisation
- The contact name and telephone number
- Email and web site address
- The activities of the organisation
- Title of volunteering opportunity

You have the option to request that these details are not uploaded to the NVD. Please indicate your preference here:

Would you like your organisation and
volunteer opportunity uploaded to the NVD website YES NO
(please circle your choice)

Please return to the BCVS so we can add your organisation to the BCVS INVOLVE volunteer/ placement database and National Volunteering Database, if you wish to be included.

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