

The **Thalidomide** Trust

Interested in becoming a Beneficiary Volunteer?

Thank you for your interest in finding out more about becoming a Beneficiary Volunteer with the Trust. This pack provides some information to help you decide whether volunteering is for you.

Being a beneficiary volunteer can be a rewarding experience which benefits the whole beneficiary community as well as you as an individual. It is essential to the success of volunteering in the Trust that all beneficiaries have confidence and trust in the integrity of beneficiary volunteers, so, although any beneficiary can apply to be a volunteer, not all applicants will be successful. You must demonstrate that you have the skills we are looking for as well as understanding the sensitive and important commitment you are making.

To ensure that everyone has an equal opportunity to demonstrate their abilities fairly we have a clear and simple but robust recruitment process in place.

- We write a clear role description and person specification that sets out the skills and experience that is required to undertake each beneficiary volunteer role.
- We have a simple application form where you detail how your skills and experience match the person specification (a blank application form is included in this pack so you can see the information we ask for)
- If your application form shows you may be suitable for the role you will be offered an online or telephone interview with a member of Trust staff and a current volunteer.
- If you demonstrate at the interview that you meet the requirements of the role then we will contact the people you have asked to provide a reference for you (on your application form).

If it has been a long time since you had an interview or had to fill in an application form don't be put off. We can provide some guidance and support to help you make sure you do the best application you can.

If you are successful in your application to become a beneficiary volunteer there are a number of further requirements –

- You will be required to sign a confidentiality agreement and a volunteer agreement (included in this pack)
- You will need to provide a Disclosure & Barring Service (DBS) check – which tells us if you have a criminal record - that we will help you with and pay for.
- You may be required to undertake some training for the role.

We are committed to supporting and developing our beneficiary volunteers as they do a remarkable job and provide highly valued support. We have included some case studies in this pack to give you an idea of what being a beneficiary volunteer involves.

If you are interested and would like to find out more about becoming a beneficiary volunteer, please contact Annabelle Blackham, the Trust's Volunteer Coordinator, on 01480 474074 or Annabelle.blackham@thalidomidetrust.org. If you would find it helpful, we can arrange for one of our existing volunteers to talk to you about their experience of being a beneficiary volunteer.