

# Volunteer Registration Form

Please tick whichever box best reflects the areas that you wish to get involved in. If you tick the 'Other' box please give further details in the box below.

Crew\*<sup>1</sup>  Boat Maintenance

Please insert a recent photograph of yourself.

Fundraising  Other#

<sup>1</sup> – To be a crew member you need to have: a minimum of RYA Day skipper **OR** at least 2 years of sailing experience and have a basic knowledge of sailing **OR** have experience in outdoor adventure, teaching young people or instructing in outdoor activities **OR** been on one of our longer (residential) voyages of 3 days or more and been recommended by the Skipper to apply to become a volunteer.

**Please tick which applies: I have**

Minimum of RYA Day Skipper  Minimum of 2 years sailing experience or sailing knowledge

Experience in outdoor adventure/outdoor instructing/Youth Work

Been on longer 3 day voyage and recommended by Skipper

If you've sailed with us and are submitting this form within 3 months of being on board, please advise:

Date of voyage \_\_\_\_\_ Start Port \_\_\_\_\_

# Please provide further details on ways you would like to volunteer (e.g. marketing/PR):

## Section 1: About you

Gender:  Female  Male  Other

Title (Mr/Mrs/Miss/Ms/etc)  First name(s)

Surname  Known as

Address

Town/City  County  Post Code

Telephone Home  Mobile

Email

Occupation

Date of Birth  Nationality

Can you speak Welsh  Yes  No Standard: \_\_\_\_\_



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## Section 2: About your Next of Kin (Ashore)

Title (Mr/Mrs/Miss/Ms)	<input type="text"/>	First name(s)	<input type="text"/>
Surname	<input type="text"/>	Relationship	<input type="text"/>
Address <input type="text"/>			
Town/City	<input type="text"/>	County	<input type="text"/>
		Post Code	<input type="text"/>
Telephone Home	<input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>		

## Section 3: Specific Skills & Qualifications; Sailing, Maintenance, Youth Work etc TO BE COMPLETED BY EVERYONE APPLYING TO BE A VOLUNTEER

Please list your sailing qualifications and details of your sailing experience or details of any instructing, teaching and outdoor activity experience (please include dates). Please list any maintenance skills or experience. If it is easier, you can submit a CV or separate piece of paper.

Do you have any VHF/GMDSS qualifications?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you need sea time to progress your qualification?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is your qualification commercially endorsed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Do you have any medical qualifications?  
Please Describe:

What validity remains on your qualification Expires \_\_\_\_\_

Do you have any catering qualifications including food hygiene etc.  
Please Describe:

What validity remains on your qualification? (if applicable) Expires \_\_\_\_\_

Do you have any experience of fundraising (e.g. taking part in sponsored walks, putting on coffee mornings etc)? If not, but you would still like to help in this area, then please let us know:

How did you hear about Challenge Wales?

If there is anything else you would like to add, please tell us about any contribution or ideas that you can bring to Challenge Wales that will help us achieve the goals we have set out for the charity (e.g. poster distribution, presentations, maintenance, corporate sponsorship, instructing experience etc):

Please note any other voluntary or community work you undertake in your spare time or other interests and hobbies:

Please explain why would you like to volunteer with us?

Please enter here any more information you'd like to share with us:

**Next question to be completed by Crew only:**

Challenge Wales requires crew for day voyages and residentials. Please let us know your availability to undertake voyages that are 3 – 7 days long where you will be staying onboard each night (e.g. you can do 1 residential of X duration a year). What you say will only be used to help us with our volunteer crew scheduling and doesn't commit you to anything.



## Safeguarding Training:

**All volunteers who are crewing on our vessels need to have undertaken safeguarding training. Once completed you can download your certificate and email it to the Challenge Wales office.** This training can be done anytime from before you submit your volunteer form to having your induction. It is free of charge.

The safeguarding training is Group A training delivered online by Social Care Wales and complies with current legislation. To complete the training course please visit; <https://socialcare.wales/learning-modules/group-a-safeguarding> (the training takes about an hour and is best to do it in one go).

Have you completed the Safeguarding Training                      Yes                       No

**How we use your data:** We use your data to process your volunteer form and we don't share it with any other parties. For your DBS background check you will complete a separate application form which is submitted via the Association of Sail Training Organisations and the Royal Yachting Association which they will see to undertake the DBS. We will communicate to you via email as this is the most cost effective way for us to contact you. Filling in your email address indicates that you are happy for Challenge Wales to add you to our volunteer email list (once you are a volunteer) and our general mailing list while you are going through the volunteer process. You can unsubscribe from this at any time however, this will mean you won't get any information about volunteering. Your details will not be passed on to any third parties without your permission. The only third party we deal with is for DBS background checking as mentioned above.

## Section 5: Declaration

**For those applying to be volunteer crew: A Volunteer Form should be ideally submitted prior to joining a voyage so that an assessment can take place when you sail with us. If you complete a Volunteer Form after a voyage, and haven't been recommended by the Skipper to apply, then the Volunteer Form must be sent back to us as soon as possible after a voyage and within 3 months of sailing with us, so that we can complete a volunteer assessment form as accurately as we can. Outside of this timeframe, you may/will be asked to join us for an additional sailing voyage, at a nominal cost, to be assessed. All volunteer crew will have a probation period.**

I understand and agree that before qualifying as crew, I must pay for a volunteer qualifying assessment voyage (minimum of 1 day), attend a Volunteer Induction Session and that to keep my volunteer crew status, I must take part in at least two volunteer crew training days and at least one voyage (of one day or longer) within 12 months of my volunteer qualifying voyage on Challenge Wales and every 12 months thereafter. Should I not be able to sail within 12 months, I understand I will need to pay for another one day assessment voyage. I will also read the policies and procedures document (which is onboard Challenge Wales, at the Challenge Wales office or online) which can be accessed when a volunteer.

**For all volunteers:** By this declaration, I acknowledge that my participation in the activity of Challenge Wales is entirely voluntary and I understand that if I am unsuccessful in my application to become a volunteer that I will be advised accordingly. I also understand that my participation in the activities of the charity may involve risk of harm, with knowledge of the risks involved, I voluntary consent to participate in the activities and agree to assume any and all risks of injury, damage or death from my participation. I further release and discharge Challenge Wales, its agents, servants, employees, or representatives from all actions, claims, or demands that I, my heirs, guardians, legal representatives or assignees now have or may hereafter have for injury, damage or death resulting from my participation in the activity. By being a volunteer I agree to uphold Challenge Wales' values and code of conduct which will be shared with me once I am a volunteer. Should I decide to stop volunteering then I will advise Challenge Wales straight away to avoid the charity incurring costs for keeping my volunteer status open.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Please send your completed form by post to:**

**Challenge Wales, Crown House, Windsor Road, Penarth, Vale of Glamorgan, CF64 1JG or  
Email to [reservations@challengewales.org](mailto:reservations@challengewales.org)**

**Using an A4 envelope to post? You will need the correct postage for a large letter.  
Using an A5 envelope to post? You can use a standard 1<sup>st</sup> or 2<sup>nd</sup> class stamp.**