

Common Ground Suffolk

Volunteer Application Form

Growing food. Building community. Cultivating resilience.

Volunteering with Common Ground Suffolk does not require you to become a member. Membership is a separate option for those who want a say in how the Society is governed. If you are interested in membership, please also complete a Membership Application Form.

Please complete all sections of this form and return it by email to general@commongroundsuffolk.org. All information will be held securely and used only for the purposes of managing your volunteering, in accordance with our Privacy Policy.

1. Personal Details

Full name	
Date of birth	
Home address	
Email address	
Phone number	
Preferred contact method	☐ Email ☐ Phone

2. Emergency Contact

Please provide details of someone we can contact in an emergency. This person should be aware that you are applying to volunteer with us.

Full name	
Relationship to you	
Phone number	
Email address (if available)	

3. About Your Volunteering

I am interested in	Growing support visits (helping individuals maintain their growing spaces) Community site days (group sessions building or maintaining infrastructure) Events and outreach (public events, workshops, demonstrations)
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	Administration and coordination (office-based or remote support) Skills-based volunteering (using professional expertise) I am open to any of the above
If skills-based, please describe your relevant skills or professional background	
Availability	Weekday mornings Weekday afternoons Weekday evenings Weekend mornings Weekend afternoons Flexible / variable
How many hours per month are you able to offer (approximately)?	
Is there anything else we should know about your availability or preferred activities?	

4. Skills and Experience

You do not need any particular experience to volunteer with us. This section helps us match you to the right activities.

Do you have any experience of food growing, horticulture, or gardening? If so, please describe briefly.	
Do you hold any relevant qualifications or training?	First aid Manual handling DBS check (current) Other (please describe below) None
If other, please describe	
Is there anything else you would like us to know about your skills, experience, or background?	

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5. Health and Access

This information helps us ensure your volunteering activities are safe and suitable for you. You are not required to disclose any health information, but doing so helps us support you effectively.

Do you have any health conditions, disabilities, or access needs that may be relevant to your volunteering activities?	☐ Yes (please describe below) ☐ No ☐ I prefer not to say
If yes, please describe and let us know if there is anything we can do to support you	
Are you able to undertake outdoor physical activity?	☐ Yes ☐ Yes, with some limitations (please describe below) ☐ No
If limitations, please describe	

6. DBS Check

Some of our volunteering activities involve working with or near children or vulnerable adults and require an enhanced DBS (Disclosure and Barring Service) check. We will let you know whether a check is required for your specific role. We cover the cost of all DBS checks.

Do you currently hold a valid enhanced DBS certificate?	☐ Yes ☐ No
If yes, are you registered with the DBS Update Service?	☐ Yes ☐ No ☐ Not applicable
If yes and registered with the Update Service, please provide your certificate number so we can check its status	

7. How Did You Hear About Us?

I heard about Common Ground Suffolk through	☐ The Society's website ☐ Social media ☐ A friend or family member ☐ A community event or notice board ☐ A local organisation or group ☐ A school or care setting
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	Local press or media Other (please describe below)
If other, please describe	

8. Declaration

Please read each statement carefully and tick the box to confirm your agreement. Applications cannot be processed unless all boxes are ticked.

	The information I have provided on this form is accurate and complete to the best of my knowledge.
	I have read and agree to abide by the Society's Code of Conduct, which is available on our website.
	I have read and understood the Society's Volunteer Handbook and agree to follow the principles and procedures set out within it.
	I have read and understood the Society's Privacy Policy and consent to my personal data being held and used for the purposes of managing my volunteering.
	I understand that my volunteering role may require an enhanced DBS check before I begin certain activities, and I agree to cooperate with that process if required.
	I understand that my volunteering may be ended if I breach the Society's Code of Conduct or act in a manner seriously detrimental to the Society or the people it serves.

9. Applicant Declaration

Full name (print)	
Date	

10. Returning This Form

Please return your completed form by email to general@commongroundsuffolk.org.

We aim to confirm receipt within five working days. Your application will be considered at the next board meeting.

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All personal data is processed in accordance with UK GDPR and the Data Protection Act 2018. See our [Privacy Policy](#) for full details.