

Volunteering Application

Thank you for your interest in helping Aviva (formerly known as Christchurch Women's Refuge) by donating your time as a volunteer.

Currently we recruit volunteers to assist in our work only in non-clinical ways - this means that you would not work directly with clients, but would assist the Aviva with other tasks. These could include collecting children from and returning them to school following their weekly programme session; helping with administrative tasks; collecting in-kind donations; etc.

If you are interested in helping us in this way please fill in this form and return it to us by email or post. Volunteers will generally be invited to a screening interview.

Name: _____
Phone No. (day): _____
Mobile No. _____
Email: _____
Street address: _____
Suburb: _____
City: _____
Postcode: _____

Times you are available: Mon 9-1 Mon 1-5 Tues 9-1 Tues 1-5 Wed 9-1
 Wed 1-5 Thur 9-1 Thur 1-5 Fri 9-1 Fri 1-5 Saturday Sunday
 After 5pm (Mon – Fri). Preferred day/time: _____

Qualifications (this information will help us match you to the tasks where you can help most):

Do you have a full driver's licence? **Yes** **No** (Please note, a full, clean licence is necessary for transporting children).

Please tick activities you are interested in helping with:

- Collecting children from school and returning them after their group programme *
- Collecting in-kind donations (e.g. donated goods, clothing, food) *
- Database input (entering data from hard copy to computer)
- Mailouts (e.g. labelling and envelope stuffing)
- General administration (e.g. phone calls, processing mail)
- Donor database support (e.g. phone calls, data entry)
- Street appeals (possibly taking place out of normal work-hours)
- Assisting at profile building or fundraising events (possibly taking place out of normal work-hours)
- Other _____

Please tick here if you do not want to be added to our email mailing list.

*If an Aviva vehicle is not available then petrol will be reimbursed for mileage.