

# BISHOP'S HOUSE

ISLAND OF IONA

WWW.ISLAND-RETREATS.ORG

## Volunteer Expression of Interest Form

Thank you for your interest in volunteering with Bishop's House. Please ensure you have read our Bishop's House Staff Info Pack, which gives you useful background about the team at Bishop's House. This is available on our website, or please request one by emailing [iona@island-retreats.org](mailto:iona@island-retreats.org)

At this time we are only able to accept volunteers that are eligible to volunteer (or work) in the UK. If you are not legally allowed to volunteer (or work) in the UK, please accept our apologies and do not submit a completed form.

If your visa or residency entitles you to volunteer (ideally for a period longer than 30 days) then do please fill out this form and return it to [iona@island-retreats.org](mailto:iona@island-retreats.org) or post it to The Warden, Bishop's House, Isle of Iona, PA76 6SJ, Scotland. Thank you, and we look forward to hearing from you.

### Personal Details

Title: Mr / Mrs / Miss / Ms / Rev

Full name (*please underline name which you prefer to be called*):

Address:

Telephone number:

Email address:

Date of birth:

How did you hear about Bishop's House?

Have you applied to volunteer or work here before? If yes, please provide details.

Dates available (please give the earliest date *from* and the latest date *to*):

How many weeks would you like to volunteer here for (NB we encourage our volunteers to stay for at least 8 weeks, and ideally 12, because we feel you then get the most out of the experience):

**About yourself** *(Please use additional sheets if needed.)*

Please detail any relevant experience which shows why you are well suited to volunteering at Bishop's House. *Please state approximate dates.*

What are your interests and skills? *Please include any skills you feel would be relevant to your work here.*

Why do you wish to volunteer at Bishop's House?

Once the last ferry leaves by 6.30pm, Iona can feel isolated and remote to some people. Do you think you would cope with life in this rural environment?

Volunteering here can at times be physically demanding, eg a task in the kitchen or garden may involve lifting, bending, kneeling, or standing – or all three! Do you have any medical needs or special requirements which we should be aware of, if hosting you as a volunteer?

Have you ever been charged with a criminal offence?      Yes / No

**Are you allowed to volunteer in the UK?**      Yes / No

The right to volunteer can be dependent on your citizenship and UK immigration status so please make sure that you are allowed to volunteer on your visa. If in doubt please ask the UK Border Agency ([www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)) for advice.

## References

Please give details of two people who can comment on your suitability for volunteering at Bishop's House. They should know you and are willing to act as character referees for you.

We prefer to contact your references by email, please ensure you have included their email address. Please note that we will be unable to offer you a position until we have received both references. You should therefore ensure that your referees are able to respond promptly to our request for a reference.

*Referee 1 should be able to comment on your abilities contributing to the work of a team or organisation (e.g. a former employer, work supervisor, tutor or volunteer placement supervisor):*

Name:

Address:

Tel:

Fax:

E-mail: (please print clearly)

In what capacity are you known to this person?

*Referee 2 should be able to provide a personal reference about you, and should have known you for at least three years (e.g. a family friend or your minister, but NOT a relative):*

Name:

Address:

Tel:

Fax:

E-mail: (please print clearly)

In what capacity are you known to this person?

**Declaration**

In submitting this expression of interest, I understand that I am seeking to make a voluntary contribution of my time and effort towards the good running of Bishop's House, for a period of time that I choose.

I will wish to contribute informally in areas such as housekeeping, the kitchen, and perhaps other operational aspects such as gardening and assisting guests to their rooms.

While at Bishop's House, I understand that I will receive free board and lodging (food and accommodation) and can claim reasonable expenses incurred in my volunteering.

I can confirm that all information given here is a true and correct statement.

**I understand that any offer of a volunteer position and subsequent volunteering is subject to satisfactory references and satisfactory disclosure from the Disclosure and Barring Service or Disclosure Scotland at the appropriate level, where this is a requirement of the role.**

Signed:

Date: