



# Application for

## Long Term Volunteers

Return to: IVS GB Thorn House, 5 Rose Street. Edinburgh. EH2 2PR  
Tel: 0044 (131) 243 2745 [www.ivs.gb.org](http://www.ivs.gb.org)

<i>Project Details</i>			
<b>Name of Project:</b>			
<b>Country:</b>			
<i>Personal Data</i>			
<b>First Name</b>		<b>Surname:</b>	
<b>Sex:</b>		<b>Nationality:</b>	
<b>Present Address:</b>		<b>Home Address:</b> (if different)	
	Country:		Country:
	Telephone:		Telephone:
<b>Date of Birth:</b>		<b>Passport Number:</b>	
<b>Email:</b>			Issued by:
			Expiry date:

<i>Further Information About Yourself</i>	
<b>How long do you wish to serve?</b>	
<b>Dates between which you are available for a voluntary service:</b>	
<b>Experience with SCI:</b> (workcamps, branch/partner activities, working groups)	
<b>Previous work experience:</b> (paid and/or voluntary work)	
<b>Present occupation/studies/training scheme etc. following or just completed:</b>	
<b>What are your plans for the time after the LTV?</b>	
<b>Would it be possible for you to visit the project beforehand?</b>	
<b>Are you already insured?</b> (if so, please give details)	

<b>Any serious accidents, illnesses, handicaps, allergies, mental problems or depressions?</b>	
<b>How did you hear about the position?</b>	

<b>Languages</b>									
	<b>Speak</b>			<b>Write</b>			<b>Read</b>		
	good	fair	slight	good	fair	slight	good	fair	slight
1.									
2.									
3.									
4.									
5.									

<b>References</b>			
Referees can be workcamp co-ordinators, earlier employers, teachers etc., but not relatives			
<b>Name</b>	<b>Organisation</b>	<b>Email and telephone</b>	
1.			
2.			
3.			

<b>Motivation</b>
Please answer the following questions on a separate paper (maximum three pages for all questions)
<b>A. In which fields would you like to do your voluntary service?</b>
<b>B. Experiences with communities (or other long term projects)?</b>
<b>C. Skills you would like to mention (such as practical, artistic, domestic, intellectual, driving license, etc.)</b>
<b>D. How do you like to spend your free time?</b>
<b>E. What is important to you in life?</b>
<b>F. Write about your motivation to be a long term volunteer. Explain as fully as possible why you are applying for this post and what you envisage both contributing and learning from the experience.</b>

A. If the address on the other side is a temporary one, please write down your permanent address. If necessary, put dates.

B. Name, address, and telephone number of contact person in an emergency.

C) Any additional information on special requirements you may have concerning a disability. Please enclose an additional sheet with further details if necessary.

D) Do you check your emails regularly?	Yes	No
E) May we pass your contact details to other outgoing GB volunteers without checking with you first?	Yes	No
F) We sometimes need experienced British volunteers to co-ordinate projects in Britain. They can have the registration fee waived, and may receive help with travel costs. Would you like to be a project coordinator?	Yes	No

<b>Conditions of Participation / Insurance</b>	
You must take out proper private insurance cover before going abroad. This is a condition of participation in the Project. This cover should include full accident and medical insurance for all eventualities. If possible, it should also cover travel costs, just in case your project is cancelled at short notice.	
If you are travelling in Europe, make sure you have a valid European Health Insurance Card with you (available from the Post Office or EHIC website – it provides reciprocal health care in EEA countries and Switzerland).	

I am: (please tick and provide proof of status)	Waged	Student	Unemployed
I enclose a Cheque/Postal Order made payable to "IVS" for:	£		
<b>(For Taxpayers)</b> Part of the payment will be eligible for Gift Aid. I would like IVS to reclaim the tax on the eligible part of this payment and any donations or membership subscriptions that I make. I have paid an amount of UK income tax or capital gains tax equal to any tax claimed			
		Yes	No

<b>I have read, and accept, the conditions for application and participation in an IVS/SCI project. I promise to arrange full, comprehensive travel insurance before going abroad to a project, along with a valid EHIC, if entitled to it. The information I have supplied on this form is full and accurate.</b>
<b>Your Signature:</b>
(Your application can not be processed without your signature here).

## FEES

You must be a member of IVS for the current year at the time you apply for a Project. The membership year runs for 12 months from the date of joining.

### Project Registration Fee (including membership)

Costs for Long-Term projects over 3 months

Projects in the UK	Membership and Registration Fees
Employed	£155
Student/unwaged	£105

International Projects	Membership and Registration Fees
Employed	£245
Student/unwaged	£200

If you have paid your IVS membership fee within the last 12 months, then please deduct the membership fee from the above amounts (£35 waged, £15 unwaged/low waged/student).

\*Please provide proof of your situation e.g. photocopy of student card, unemployment or similar

The information provided on this form will be held on an IVS database and shared within IVS for purposes of the organisation only.

### Please Note:

**Additional participation fees:** Most of the projects ask you to pay an additional participation fee on arrival in order for the project to take place at all. These are indicated in the project descriptions.

**Motivation Letters:** If you are asked to send a motivation letter with your application form, please do so. It doesn't have to be an essay, just a reasonable length paragraph explaining clearly why you are applying for that particular project.

**Eligibility:** Please make sure that you meet the criteria when applying for projects which come under our North South Program. If you're not sure, do contact the office first.

**PLEASE POST/EMAIL THIS FORM WITH PAYMENT OF THE APPROPRIATE FEE TO:**

**PLACEMENTS**  
**IVS GB**  
**Thorn House**  
**5 Rose Street**  
**Edinburgh**  
**EH2 2PR**  
**T; 0131 243 2745**  
**Email: info@ivsgb.org**

**EQUAL OPPORTUNITIES MONITORING FORM**

As part of our commitment to ensuring Equality of Opportunity in all areas of our work, please would you help us by completing this monitoring form. It will help us see how close we go to achieving our aim of including all members of the community in volunteering opportunities available through IVS. The information you provide here will be treated anonymously and confidentially. Many thanks

Please Tick

1.	Male		Female		Date of Birth	
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2.	Age	Under 16		16-17		18-19		20-21		22-25	
		26-35		36-45		46-59		60-64		Over 65	

3.	Nationality	
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<b>4. How would you describe your ETHNIC HERITAGE? (see below ~ please tick)</b>													
<b>Asian or Asian-British</b>													
Indian			Pakistani			Bangladeshi							
Other (please specify)													
<b>Black or Black-British</b>													
Caribbean		African		Other (please specify)									
<b>Chinese or other ethnic group</b>													
Chinese		Other (please specify)											
<b>North African</b>													
Arab		Other (please specify)											
<b>White</b>		British		Scottish		English		Irish		Welsh		Other	

<b>5. DISABILITY: Would you describe yourself as being affected by any of the following (please tick)</b>											
Hearing impaired				Speech impediment							
Mobility impairment				Learning Disability							
Mental illness				Other (please specify)							
Visual Impairment (not corrected by spectacle or contact lenses)											
Physical disability (please specify)											
<b>Are you registered disabled?</b>				<b>Yes</b>				<b>No</b>			

<b>6. Would you describe yourself in any of the following categories (please tick as many as you want):</b>											
Disadvantage living in rural area		Disadvantage living in urban areas		Employed		Young Person					
People living in inner cities		Unemployed		On low income		Physical Illness		Victim of Crime			
Affected by AIDS/HIV		Substance user		Young offender		Refugee		Offender			
Ex Offender		Victims of Abuse		Asylum Seeker		Homeless		Traveller		In debt	
Minority ethnic community		Gay men/ Lesbian woman		Lone Parent		Families		Carer			
Living in Care		Student		Further Education		Full Time Education		Privileged			
Social exclusion		Women & Girls		Disadvantaged young people		Disaffected young people					
Other Groups (please tell us)											

<b>7. RELIGION/FAITH</b>	Do you practice any faith?	Yes		No	
	If yes, how would you describe your faith?				

<b>8. How did you learn about IVS?</b>											
Friend/Relative			Word of Mouth			Previous participant					
Internet			Search Engine			Website Advertisement					
Library/Careers Centre			Where								
Printed publicity			Book		Leaflet		Advert				
Volunteer Development Project			Educational establishment								