Read Easy UK Volunteer Application Form ⅋

Thank you for your interest in volunteering with Read Easy!

Please ONLY use this form if there is no group near you. Applications where there is a local group will not be processed centrally. Please follow this link www.readeasy.org.uk/find-nearest-group and enter your postcode to get in contact with your local group. If there is no group covering your area, please continue to complete this form.

We welcome applications from anyone over 18 who is interested in helping adults learn to read. We aim to recruit volunteers which broadly reflect the local communities which we serve; to work with and learn from each other to continually improve the service we deliver to our Readers.

We welcome you to apply and be your authentic self. We strive to ensure our recruitment practices are fair, open, easy to access and as inclusive as possible. Our Equality, Diversity & Inclusion Group is actively promoting and advancing diversity and inclusion, ensuring a culture where everyone can be themselves and thrive.

* Required

Personal Details

Your title (Mr/Mrs etc.) *

Name *

Name by which you are normally known (if different):

Your pronouns (e.g. she/her/hers, he/him/his, they/them/theirs):

Address - First Line *

Address - Second Line (optional)

Address - Town *

London Borough - if applicable

Address - County *

Address - Postcode *

Contact number: *

Email: *

Please enter this carefully and check for errors, so that we can get back in touch with you.

How did you first hear about Read Easy UK? *

○ My friend(s) / family member(s) were already involved

○ Social Media

○ Printed publicity

○ Newspaper article

○ The One Show

○ Other TV programme

○ Radio programme

○ Volunteer agency

○ In-person event

○ Recruitment website

○ Web search (e.g. Google)

○ Community 10,000 Project

○ Other

Volunteer Roles

Please let us know which of the following roles you are interested in. You can say yes to as many as you like.

I am interested in becoming a Volunteer Reading Coach: *

◯ Yes

◯ No

I am interested in becoming a Volunteer Coordinator: *

◯ Yes

◯ No

I am interested in joining a local Management Team to help run a Read Easy group: *

◯ Yes

◯ No

If there isn't a Read Easy group close to me I would be interested in helping to establish one:
*

◯ Yes

◯ No

Please use this space to let us know about your role preferences e.g. "I would like to be a
Reading Coach but I would be happy to help the Management Team run the group as well." *

[   ]

Volunteer Management Team Member Application

Please complete this section if you are interested in joining a Management Team. If not, please move to the next section.

Please note: All Read Easy volunteer roles are subject Safer Recruitment procedures which include verification of identity and two references, and where eligible an Enhanced DBS Check. Eligibility for all Management Team roles is in line with Charity Commission regulations for trustees.

If you are interested in being part of the Management Team are there any roles you are specifically interested in?

Please select all that apply.

☐ Team Leader

☐ Deputy Team Leader

☐ Treasurer

☐ Administrator/Secretary

☐ Referrals Networker

☐ Local Networker

☐ Literacy Specialist

☐ Volunteer Recruiter

☐ Venues Organiser

☐ Fundraiser

☐ Coordinator Supporter

☐ IT Supporter

☐ Publicity Organiser

☐ Safeguarding Champion

☐ Data Protection Champion

What skills and attributes would you bring to these Management Team roles?

Please see role descriptions linked to The One Show page on the website.

What appeals to you being part of a team like this?

What do you think the challenges of working in this way might be?

Please give an example of any similar situation where this type of working has been necessary and how you have worked successfully with others to achieve a shared aim.

Volunteer Coordinator Application

Please complete this section if you are interested in becoming a Coordinator. If not, please move to the next section.

Please note: All Read Easy volunteer roles are subject to Safer Recruitment procedures which include verification of identity and two references, and where eligible an Enhanced DBS Check.

What skills and experience would you bring to this volunteer Coordinator role?

Please see role description linked to The One Show page on the website.

What appeals to you about this type of approach?

What do you think the challenges of working in this way might be?

Please give an example of any similar situation where this type of working has been necessary and how you have worked successfully with others to achieve a shared aim.

Volunteer Reading Coach Application

Please complete this section if you are interested in becoming a Reading Coach. If not, please move to the next section.

Please see role description linked to The One Show page on the website.

What skills and attributes do you feel you will be able to bring to the Reading Coach role?

Reading Coaching requires a twice weekly 30 min reading session commitment most weeks, is this something you can commit to?

○ Yes

○ No

What kind of coaching would you be interested in providing?

○ In-person only

○ Remote only (via a computer)

○ I'd be happy with either or both

If you answered in-person only to the above question, in addition to your local area, please list any other locations you visit frequently (e.g. for work) where you would be willing and able to meet with a Reader twice weekly:

Volunteer Pioneer Application

To Pioneer a new group or local hub for an existing group please complete the questions below.

What skills or attributes do you feel you will be able to bring to the Pioneering role?

Many of our Pioneers enlist the help of others along the way, as those keen to see a group in the area are often willing to help out with advertising etc. As interested volunteers come onboard how would you harness their enthusiasm and skills to help you set up your new Read Easy group or local hub?

Is there any other information you would like to share with us which you think may be relevant to your taking up this role?

IT Skills

Please can all applicants complete this section.

Do you have regular, easy access to a computer or tablet that is connected to the internet? *

○ Yes

○ No

Are you familiar and comfortable with using the Microsoft Office suite for the following: *

	Yes	No
Accessing and creating Word documents	○	○
Accessing and updating Excel spreadsheets	○	○
Sending and receiving emails, including attachments	○	○
Accessing Zoom or Teams video calls for meetings and interviews	○	○
Using SharePoint or One Drive to access documents	○	○

Do you have any other IT literacy skills that you would like to tell us about? *

[   ]

Availability

Please can all applicants complete this section.

How many hours a week would you like to volunteer for Read Easy? *

Please briefly tell us about any other commitments that you have, paid or voluntary, and how you see this volunteer role fitting in with that. *

If there is no group in your area we may need to hold your application until such time as there is. Are you happy for us to do this? *

○ Yes

○ No

Thank you for taking the time to apply to volunteer with Read Easy