

# Volunteer Application Guide



1. Once you click on the link, you will see the page below.



## Become a volunteer

Volunteering for the council also offers the opportunity to learn and develop new skills, meet new people and it is a pathway towards seeking employment or further education

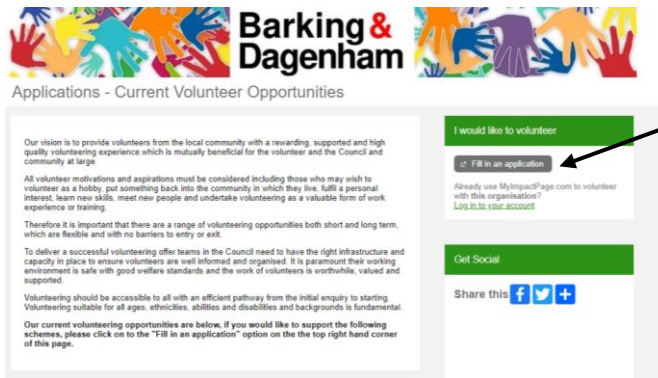
### Supporting our Volunteering Team

Thank you for your interest in joining the LBBD Volunteering Team, helping residents in our community that need support and guidance. Throughout the coronavirus pandemic, we have worked with local voluntary organisations to get support out to people that need it.

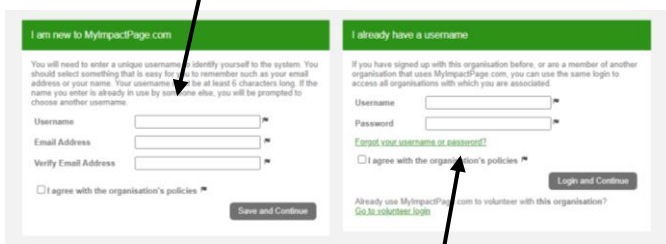
The LBBD volunteering team have recently reopened up a variety of volunteering opportunities with more to come as we slowly recover from the pandemic, so if you would like to join our team, supporting our services and residents, please sign up:

[Sign up as a volunteer](#)

2. To start your application, click on the 'Sign up as a volunteer' tab.
3. You will then see the page below after clicking on this link. Once on this page select 'Fill in an application' to continue applying.



4. If you so not have a MyImpactPage.com username and password then you will need to fill out this side to start your application.



5. If you already have a MyImpactPage.com account, then please enter your detail here to start the application.

6. If you are registering an account, then you will need to fill out the form below

**Barking & Dagenham**  
Application Form - Applications - Current Volunteer Opportunities

**Contact Information**

You need to complete all fields flagged (\*) as required on this page and on the next one. If you don't fill in all required fields and click save on the next page, your application will not be submitted to Applications - Current Volunteer Opportunities.

**ACCOUNT**

Username \*

Password \*

Confirm Password \*

**NAME FIELDS**

First Name \*

Last Name \*

**ADDRESS**

Address line 1 \*

Address line 2 \*

Town / City \*

Country \*

Country \*

Post Code \*

Email Address \*

**PHONE NUMBERS**

Please enter at least one phone number

Home Phone

Work Phone

Work Extension

Mobile Phone

Phone Preference

7. You will then be asked if you are happy to receive text messages and for your date of birth

**TEXT MESSAGING**

I want to receive text messages on my cell phone

Call Phone Number

**MISC FIELDS**

Date of Birth \*

Region

reCAPTCHA  I'm not a robot

You need to complete all fields flagged (\*) as required on this page and on the next one. If you don't fill in all required fields and click save on the next page, your application will not be submitted to LBDD Volunteer Support Team.

8. Once you have entered all of the information then you will need to click on the reCAPTCHA button above.

9. Once this is all done you can click on save and continue. You will then be sent to the page below. On this select which areas you would like to volunteer in:

**Barking & Dagenham**  
Application Form - Applications - Current Volunteer Opportunities

Please note that your application will not get submitted until you fill in all fields flagged (\*) as required on this page and click the Submit Application button. You'll know your application was successfully submitted if when you click the 'Submit Application' button, it takes you to another screen. If you stay on this screen, it means you missed a required field and your application has not yet been submitted.

**Volunteering Opportunities**

Please ensure that you tick and select a general interest to avoid any delay in being contacted by our volunteer coordinators. Click onto the black box to view role descriptions. Please choose one or as many options that you like.

CCS - Communal Gardener (\*)  
 Universal Services - Community Food Club (CFC) (\*)  
 Universal Services - Warm Space Host Volunteer (\*)  
 Broadway Theatre Volunteer (\*)  
 Universal Services - Healthy Lifestyles Volunteer (\*)  
 Universal Services - Digital Champions (\*)

Universal Services - Front line Officer (\*)  
 Universal Services - Front Line Officer - Document Scanning (\*)  
 Universal Services - Front Line Officer - Order & Collect Service (\*)  
 Universal Services - 0-5 Health and Wellbeing - Stay and Play (\*)  
 Universal Services - Homes & Money Hub (\*)

Universal Services - Reading Friends (\*)  
 Universal Services - Reading Baez (\*)  
 Children's Care and Support - Youth Offending Services (over 18's only) (\*)  
 Children's Care & Support - Community Centre Host (\*)  
 Safe Families Volunteer (\*)

10. We will then find out some more information about you, what skills you have that would help in volunteering and what previous experience you have in volunteering.

The screenshot shows the 'Additional Info' section of a form. It includes a sub-section 'About You' with a dropdown menu for 'How did you hear about volunteering with Barking and Dagenham'. Below this is the 'Volunteering Skills' section, which contains a text box for 'Please tell us why you are interested in becoming a volunteer and what skills and experience you have that would be relevant.' and a checkbox for 'Would you be happy to be contacted by local organisations looking for volunteers support? We are currently working with a variety of local organisations to support our local residents.' The 'Volunteering Experience' section follows, with a dropdown for 'Are you currently volunteering with another voluntary service?' and a text box for 'If yes, please state the organisation:'.

11. You will then be asked what kind of things you would be able to do to help as a volunteer. Please tick all the boxes that would apply.

The screenshot shows the 'What can you do to help?' section of a form. It lists various tasks with checkboxes: Picking up shopping, Making a friendly phomecall, Delivering supplies within your area by car, Posting letters, Urgent Supplies, Helping filling out forms, Arranging donations (sorting, packing etc), Cleaning, Liaising with the public, Cooking, and Help translate in another language (Please select the language below). Below this is the 'Why would you like to volunteer with London Borough of Barking and Dagenham?' section, which lists reasons with checkboxes: Give back to local community, Learn new skills, Meet new people, and Improve job prospects.

12. If you have had a DBS check then please could you enter the informaton in the boxes provided. If you don't have one then you are able to move to the next question on the form.

The screenshot shows the 'Have you been DBS checked?' section of a form. It includes a dropdown menu for 'Yes/No', a text box for 'If yes, What is your DBS number?', and a text box for 'DBS Date' with a placeholder 'dd/mm/yyyy'. An arrow points to the 'Yes/No' dropdown menu.

13. To aid in knowing where you could go as a volunteer, the form will check if you are able to drive.

The screenshot shows the 'Do you Drive?' section of a form. It includes a dropdown menu for 'Yes/No'. An arrow points to the dropdown menu.

14. The last few sections of the form will be your personal information.

**Contact details and Health Considerations**

Phone Number

Address

Postcode

Emergency contact name

Emergency Contact Phone number

Relation to Emergency Contact

Do you have any health concerns of which you would like us to be aware?

If "Yes" above, please explain

**Ethnicity**

Black or Black British - African

Black or Black British - Caribbean

Black Other, please state

White British

White Irish

White Other, please state

Asian or Asian British - Bangladeshi

Asian or Asian British - Indian

Asian or Asian British - Pakistani

Asian other, please state

Chinese

Other ethnic group, please state

Traveller, Romany or English gypsy - Irish Traveller

Traveller, Romany or English gypsy - Romany

**Gender**

Gender

**Faith**

Christian

Muslim

Sikh

Hindu

Jewish

Buddhist

Other, please state

No Faith

Prefer not to say

**Disability monitoring**

Hearing Impairment

Learning Difficulty

Mental Health Survivor

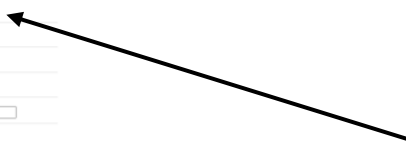
Restricted Mobility

Speech Impairment

Visual Impairment

Wheelchair user

Other, hidden impairment



15. So that we know if you need any extra support we will check if you have any additional needs. Please check all the boxes that apply so that we are aware.

16. We will then check if you are a current employee of LBBB in the box below

The screenshot shows a web form with two green header sections. The first section is titled "Work programme and information" and contains a dropdown menu with the text "Do you currently work for the London Borough of Barking & Dagenham?". The second section is titled "Do you have a current food hygiene certificate?" and contains a dropdown menu with the text "Yes/No". Below these sections is a light orange warning box with text: "Please note that your application will not get submitted until you fill in all fields flagged (\*) as required on this page and click the Submit Application button. We will know our application was successfully submitted if when you click the 'Submit Application' button, it takes you to another screen. If you stay on this screen, it means you have not completed a required field and your application has not yet been submitted." At the bottom right of the form is a button labeled "Submit Application". Three black arrows point to the first dropdown menu, the second dropdown menu, and the "Submit Application" button.

17. If you have a food hygiene certificate, please say yes on this question

18. Once all of the questions on the form have been complete, please click on the 'Submit Application' option. Once this has been done someone from the volunteer team will be in contact for the next steps