VOLUNTEER APPLICATION FORM

Thank you for your interest in Sapa O’Chau. Please complete this form and send it back to us at [volunteers@sapaochau.org](mailto:volunteers@sapaochau.org) along with the other documents in the checklist below. We look forward to receiving your application. Please note you must obtain a criminal record background check from your main country of residence. You are responsible for the cost of the criminal record background check application. As this process may take some time, we suggest you make the application through the appropriate authority immediately.

***Checklist:***

* Completed application form
* Criminal record background check from your main country of residence
* Contact details of two references
* Signed volunteer agreement
* Photocopy of the identity page of your passport

PERSONAL INFORMATION

First name: Last name:

Nationality: Passport number:

Date of birth: Email: Phone number: Skype ID:

Home address:

*Emergency information:*

1. Name: Relationship:

Phone number: Email:

1. Name: Relationship:

Phone number: Email:

BACKGROUND

Qualifications:

Current occupation:

Previous Employment/Work Experience (detail, in particular, experience that relates to the field in which you want to work as a volunteer):

Previous or Current Volunteer Experience:

|  |  |  |  |
| --- | --- | --- | --- |
|  | *Organization* | *Position* | *Dates of service*  *From: To:* |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

VOLUNTEER WITH SAPA O’CHAU

In which volunteer roles are you interested (please provide adequate information in the “Background” Section above to demonstrate competence to work in any skilled fields you select) Please underline the roles you are interested in:

Café (cook, or wait on customers) Financial Management/Accounting

Class Room Assistant Fundraising

Class Room Teacher of English Handyman

Class Room Teacher IT IT Tutor (1 on 1, or small groups)

Clerical Marketing & Publicity

Designer Translation

English Tutor (1 on 1, or small groups) Other:

Note: (teaching, finance, cooking, etc.)

How long would you like to volunteer with us?

*From:       To:*

How many hours/week would you like to commit?       hours/week

Why do you want to volunteer with us and what do you expect to gain?

Do you have any special skills or strengths not otherwise listed above that we should know about?

Do you want any assistance? Eg: Transportation, accommodation, tours, etc.

Please read the Sapa O’Chau Volunteer Agreement and Sapa O’Chau Child Protection Policy. After reading these documents, please answer the following question.

Scenario: You have taught a class of 6 students for Sapa O’Chau for three months. It is your last week of volunteering. You think it would be nice to organise an outing for the class you taught and take pictures for memories and share on social media. How would you manage this scenario?

Do you have any other questions or concerns?

How did you hear about Sapa O’Chau?

Through a friend

Through an organisation (Please provide details:)

On the Internet

Lonely Planet

While visiting Sapa

Other (Please provide details:)

REFERENCE

Please provide contact details of two people who know you well enough to give comment about your suitability for this role. They could be your teachers, employers or simply non-personal references. Please include the country code with the phone number.

1. Name: Relationship:

Phone number: Email:

1. Name: Relationship:

Phone number: Email: