



EDAS

ESSENTIAL DRUG & ALCOHOL SERVICES

ADVISOR APPLICATION FORM

Please complete ALL parts of this form.

Please note that if your application is successful, you will be required to complete a Volunteer Agreement with EDAS, and undergo an enhanced DBS

Name:	
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Address:

Postcode:	National Insurance No:
Tel No (day):	Tel No (evening):
Mobile Tel No:	Email:

At what times are you available for volunteering? (please tick as appropriate)			
	AM	PM	Any other information about your availability?
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			
Varies			

Are there any physical or mental health issues that you feel we could support you with when volunteering?
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Have you ever had a problem with drugs and/or alcohol? YES NO

If yes, which substance and how long have you been in recovery: Years Months

What treatment did you receive for this?

Have you experienced Drug/Alcohol problems in your family? YES NO

If yes, how long since a crisis occurred? Years Months

If yes, what have you learned from the whole experience?

What do you believe you are able to offer to clients?

Experience, learning and skills – information to support your application

Relevant education and training

Awarding Body	Qualification	Grade	Where Studied	Year

Current employment details

Post Held Hours per Week.....

Employers name and address.....

.....

Please give a brief description of duties and responsibilities that you think may be relevant to the role of a volunteer advisor.

Please tell us something about yourself and what motivates you to volunteer with EDAS – information to support your application:

Referees

It is possible that in your voluntary work with EDAS you may come into contact with vulnerable people. We would ask you to provide references to support your application. We would require a reference from your GP and references from individuals who are not employees of EDAS or family members.

Name:	
Relationship to Volunteer:	
Address:	
Mobile:	
Tel No:	
Email	

Name:	
Relationship to Volunteer:	
Address:	
Mobile:	
Tel No:	
Email	

Name: GP Reference:	
Relationship to Volunteer:	
Address:	
Mobile:	
Tel No:	
Email	

Convictions

Because of the nature of the services which EDAS provides, the provisions of the Rehabilitation of Offenders Act 1974, (Exceptions) Order 1975 and the Rehabilitation of Offenders (Exceptions) (Amendments) Order 1986 mean that we require you to disclose any information concerning both spent and unspent convictions.

In the event of your appointment as a volunteer, a request for a Disclosure of any Criminal Records will be made. A criminal record will not necessarily be a bar to obtaining a position. Any information will be treated in the strictest confidence.

EDAS urges you to disclose here and discuss at the volunteer interview stage any matters that may be relevant.

(Delete as appropriate)

I have no unspent convictions *OR* Yes, I have unspent convictions

Date:	
Offence:	
Date when will be spent:	

Any other information

Data Protection Act 1998

The information you provide on this application form will be used for volunteer recruitment & selection purposes, including third parties, such as referees, and also for any reimbursement purposes. You have a right to access this application and information held about you in respect of the recruitment and selection process. Please apply to Human Resources. All details in respect of the recruitment and selection process are confidential to HR and the volunteer interview panel. If you become a voluntary worker for EDAS the information will be transferred to your Volunteer Personnel File. By signing this form you give your consent for the information you provide on it and any attachments you make to it to be used by EDAS in the recruitment and selection process and in the future for your personnel file.

The requirement for an “ex-service user” or ex –offender becoming an EDAS volunteer is as follows:

Volunteers need to be 2 years free from problematic substance abuse and offending behaviour.

You can demonstrate a commitment to maintaining a healthier life style to either of the above.

Everything will be subject to ISA/CRB checks.

A definition for the purposes of “ex-service user volunteer”

Anyone whose substance/offending use became problematic, and had a detrimental effect on their wellbeing and the wellbeing of others.

That they sought or accessed help for this and engaged in a “treatment process”.

That they have subsequently achieved a stable and healthy lifestyle and that they are actively maintaining this.

That they are no longer “in treatment” or on licence.

Substance will include alcohol.

A treatment process can include private health care, self help groups as well as help via community based services.

Healthy will include both psychological and physical well being.

There may be possible exceptions to this where mental health is concerned or on-going therapy and support.

EDAS will reserve the right to decide this in the best interests of the applicant and the service.

24 months free from problematic substance abuse.

EDAS reserves the right to interpret all of these criteria on an individual basis.

EDAS operates a Drugs and Alcohol policy for all of its staff and volunteers which must be adhered to at all times.

Please Return to:
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