



WORK EXPERIENCE APPLICATION FORM

The RUFF & RUBY ROOMS Social Enterprise @ INTU Potteries.
Featuring opportunities in:

Customer Service [retail/community café on main enterprise floor], Fashion, Retail & Textiles [sorting, prep, labelling, workshops & customising], Creative Expressions [DJ-ing, Rap, Live music...], Kidovation [assisting with play & learn activities], PUSH bikes [servicing, bike maintenance, customer service], Hair & Beauty [only applicable for those with current or pending qualification]...

Please complete this form & email to info@ruffandruby.com [www.ruffandruby.com]

Or post/ drop off at: The Ruff & Ruby Rooms, INTU Potteries, Quadrant Road, Stoke-on-Trent, ST1 1PS

Date of Application:	
Name:	
DOB:	Age:
Address:	Tel:
	E-mail:
Parent/Carer/Next of Kin name:	
Emergency contact tel:	
Email:	
School/college/university/employed/unemployed:	Dates of Work Experience or Number of Hours Required:

Do you have any 'need to know' medical or health issues that we need to know about? If yes, please give details including any medication:

Please tell us some interesting things about yourself / your story....	
Please tell us why you would like to volunteer with THE RUFF & RUBY ROOMS....	
Do you have any retail or youth-work experience?	
What do you feel are your strengths?	
What do you feel you would like to improve?	
Please tell us anything else that you think may be relevant [training/ volunteering/ life experience]	
Where / how did you hear about us?	

Do you have any criminal convictions [spent or under investigation]? If yes, please provide details [this WILL NOT hinder your application]	
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Rubygirl UK featuring Ruff Diamonds (Ruff & Ruby) is a registered charity based in Stoke-on-Trent that works to promote positive self-esteem and aspirations in young people through innovative programs and services. The Ruff & Rubyrooms, INTU Potteries, Hanley, offers a supportive setting for volunteers to gain valuable work & life skills.

If you are under 18 years then please ask a parent/carer to sign the below agreement

I (Name)

(status) **(parent/carer/support worker)**

give permission for **to take part** in the RUFF & RUBY volunteer program/work readiness program @ The Ruff & Ruby Rooms / INTU Potteries, Hanley.

I DO / DO NOT (please delete as appropriate) give permission for the above to be photographed/filmed during the programs and services we undertake.

I DO / DO NOT (please delete as appropriate) give permission for photos/media featuring my child/young person to be used to help promote our work as a charity. Photos/media may be used in publicity materials to help raise awareness of our services, fundraising events and campaigns.

NB. Rubygirl UK featuring Ruff Diamondz (Ruff & Ruby) has public liability & indemnity insurance.

Signed

Date

Here at Ruff & Ruby we take your privacy seriously and will only use your personal information to provide the placement you require / have been referred for.

From time to time we would like to contact you with details of programs and services we provide. If you consent to us contacting you for this purpose please tick to say how you would like us to contact you.

We may find necessary to pass your details on to other agencies/professionals that specialise in more focused areas of need so that they can contact you about support and the services that they provide. If you consent to us passing on your details for that purpose please tick to confirm.

Volunteer:	Parent/guardian (if volunteer is under 18):
<p>I agree for my data to be stored and passed on if necessary <input type="checkbox"/></p> <p>You may contact me via:</p> <p>Email <input type="checkbox"/></p> <p>Telephone <input type="checkbox"/></p> <p>Text message <input type="checkbox"/></p> <p>Signed:</p> <p>Date:</p>	<p>I agree for my data to be stored and passed on if necessary <input type="checkbox"/></p> <p>You may contact me via:</p> <p>Email <input type="checkbox"/></p> <p>Telephone <input type="checkbox"/></p> <p>Text message <input type="checkbox"/></p> <p>Signed:</p> <p>Date:</p>