



'Supporting independence from alcohol and tackling homelessness'

Date as postmark

Dear Sir/Madam,

RE: Volunteering at SIFA Fireside

Thank you for your interest in volunteering with SIFA Fireside. Please find enclosed an application form for volunteering with us.

Please complete the application form as fully as possible, specifying your availability and your chosen volunteering post (please choose three maximum; 1 being the most preferred option, and 3 being your least preferred option). In the additional section part of the document, please provide as much information as possible about your reasons for volunteering, your skills, experience and knowledge and your expectations of volunteering with us.

The recruitment process for volunteering opportunities at SIFA Fireside is ongoing, so if a particular volunteering post is filled, we'll inform you, and may hold your information for up to 6 months on the waiting list, but after that all information will be destroyed to comply with the Data Protection Act 1998. If you still wish to volunteer with us after that time, then the process would start again.

We welcome CVs as additional information, but require a completed application form for each volunteer; please send your form to the address below or e-mail it to syedaakhtar@sifafireside.co.uk

If you need help to complete the form or would like to know more about volunteering with us, please do not hesitate to contact me on 0121 666 7023.

I look forward to receiving your completed application form.

Yours faithfully,

Syeda Akhtar
Volunteer Organiser



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