

VOLUNTEER APPLICATION FORM

Introduction

Thank you for enquiring about volunteering with Northern Community Legal Centre.

NCLC provides legal services and community legal education to the most vulnerable and disadvantaged people in Melbourne's North West and advocates for equal access to justice for all.

We rely on our volunteers to help us meet the high demand for free community legal services in our local community. Volunteer paralegals assist staff lawyers during office hours.

We pride ourselves on possessing a friendly, diverse, and professional workplace.

Our services include:

Family Violence	Motor vehicle accidents	Family law
Infringements	Insurance disputes	Criminal law
Consumer law	Driving charges	Credit & debt

Volunteers are expected to commit to volunteering for at least six months, at times agreed with NCLC.

If volunteering at NCLC interests you, please fill out the attached volunteer application form and return it along with your CV/resume to: admin@northernclc.org.au

If you have any queries, please phone us on 9310 4376 or email us at admin@northernclc.org.au

We thank you for your support and look forward to receiving your application.

Volunteer Details

Full Name

Address

Suburb _____ Postcode _____

Phone (M) _____ (H/B) _____

Email _____

Emergency Contact (Name / Phone Number)

Do you speak a language other than English? YES / NO

If YES, which language(s)?

Are you a student? YES / NO

If YES, which educational institution, course and year? _____

How frequently can you volunteer? Weekly Fortnightly Monthly

What period of volunteering can you commit to? 6 months 12 months Indefinite

Volunteer Information

Please list your reasons for seeking to volunteer with NCLC

Please give examples of your demonstrated understanding and/or commitment to social justice

Please give examples of your strong interpersonal and communication skills with experience in dealing with vulnerable clients and people from CALD communities

Please give brief details of related education, work, volunteer, community or other experience

Please provide any other comments

CONFIDENTIALITY AGREEMENT

1. I hereby agree to treat all information and documents directly or indirectly obtained through my duties at Northern Community Legal Centre (NCLC) as strictly confidential. I will not pass or cause for any information or documents to be passed on in a manner that would breach that confidentiality to another person or the public without prior consent of NCLC.
2. I am aware that any breach of this condition can result in my engagement with NCLC being terminated.
3. I will maintain the confidentiality of the information and documents received as a result of my duties at NCLC at all times, even after my engagement with NCLC ceases.

Signature _____

Print Name _____

Date ____/____/____