



Child and Adult Support Team
International Division of Social Enterprise L.I.F.E.
APPLICATION FORM 2009/10



DETACH AND KEEP THIS PAGE SAFE The Child and Adult Support Team is the international division of L.I.F.E., a non-profit voluntary organisation led by a dedicated team of qualified professionals and students from across the UK. Since 2004 we have been supporting unforgettable work experience opportunities which change the lives of volunteers and project beneficiaries alike! We work with 15 partners worldwide to improve lives and make dreams a reality. Thank you for deciding to join our team!

This application form is for individuals aged 25 and over who have qualifications relevant to our work (e.g. Doctor, Nurse, Psychologist, Speech and Language Therapist, Physiotherapist, Social Worker, Health Visitor, Learning Disabilities Practitioner, Teacher, etc) who have approximately five years experience. Please read the following information carefully before completing your application form. Please use black ink and write clearly when completing this form. Thank you!

1. Your application form with two references and photocopies of any certificates, and your CV which you would like us to see should be posted to the following address: **CAST, Life Improvement For Everyone, Suite 171, 111 Piccadilly, Manchester M1 2HX UK**. Please do not send more than TWO references or TWO certificates etc. CVs should not be more than two sheets of A4. Please ensure you pay the correct postage, large stamps are required for A4 envelopes.
2. Please return your application form with references as soon as possible. Interviews are conducted regularly throughout the year. The sooner we receive your form, the more likely it is that we will be able to find a place for you on your chosen trip. Please photocopy your form and supporting documents and keep them safe until after your interview.
3. It is necessary for you to have **work experience with children/adults with moderate to severe learning disabilities (especially Autistic Spectrum Disorders)** before you work with institutionalised people with special needs on some projects in Romania, Bulgaria, and Belarus. Ideally, you should have some before you come to interview but this is not essential. Applicants applying to work in India and Uganda will need to demonstrate they have the maturity and independence necessary to volunteer competently so far from the UK. We would encourage anyone who feels passionately about improving the lives of others to apply as we will make allowances for experience if we can identify the necessary personal qualities of a CAST volunteer.
4. Make sure you have looked carefully over all the information on the CAST website. Copies of newsletters are also available on the CAST website. If you have not heard from us within four weeks of posting your application, please **email** us at applications@cast-uk.com. We reply to everyone who applies, therefore if you do not hear from us we do not have your application form.
5. Most people who apply for our projects apply as an individual volunteer. However, we consider applications made by groups (including families) for some projects. Groups should submit their applications and supporting documents together, with a cover letter detailing the full names of all the people within the group. For the application process, a 'group' is defined as two or more applicants wishing to volunteer together on the same trip.
6. We make no discriminations as to whom we work to support. This means we work with babies, children, and adults with behavioural and emotional problems, HIV/AIDS, TB, Hepatitis and other medical problems, mental illnesses, and of any faith and race. If you wish to work with us, you should be aware that you may well come into contact with any/all of the above. All reasonable steps are taken by our organisation to ensure the safety and well-being of our volunteers.
7. Please tick the project(s) you would like to undertake. You can apply for projects in multiple countries although you will need to carry out work in Europe before undertaking projects in India or Uganda **ONLY IF** you wish to be allocated to more than one simultaneously (e.g. Romania July, India August). It may also be possible for you to stay on a project for several trips which is why many are aligned back to back. Details of our projects can be seen on our website and in our newsletters. Sign up to receive our free newsletter through our website.



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NB. Some dates may alter slightly depending upon flights available. The traffic light system should help you choose a suitable project. **Green** projects are ideal for less experienced volunteers, **orange** projects are slightly more challenging, and **red** projects are suitable for experienced volunteers ready for a challenge. We recommend flexibility in order to improve your chances of gaining a place. Feel free to mark on your 1st, 2nd and 3rd choice.

OLTANIA, Romania: Work with abandoned children with disabilities, help children affected by HIV/AIDS, and work in two large institutions for adults with disabilities. Intensive Interaction and Behavioural and/or Emotional Management Training available.	11 th – 22 nd Oct 09 <input type="checkbox"/>	9 th – 19 th April 2010 <input type="checkbox"/>	2 nd – 12 th July 2010 <input type="checkbox"/>	12 th – 21 st July 2010 <input type="checkbox"/>	21 st July – 2 nd Aug 2010 <input type="checkbox"/>
	2 nd – 11 th Aug 2010 <input type="checkbox"/>	11 th – 20 th 2010 <input type="checkbox"/>	20 th – 31 st Aug 2010 <input type="checkbox"/>	31 st Aug – 11 th Sept 2010 <input type="checkbox"/>	11 th – 23 rd Oct 2010 <input type="checkbox"/>
BACAU, Romania: Work with children who live in poverty (mixed ability). Support young Romanian volunteers in their work in hospitals and care centres. Large focus on creativity. Play and Art therapy training available.	5 th – 19 th July 2010 <input type="checkbox"/>		19 th Jul - 2 nd Aug 2010 <input type="checkbox"/>		
	2 nd - 16 th Aug 2010 <input type="checkbox"/>		16 th – 30 th Aug 2010 <input type="checkbox"/>		
BUCHAREST, Romania: Programme supporting single mothers and their babies in a transition home. Intensive Interaction and Baby Training available.	14 th July – 4 th Aug 2010 <input type="checkbox"/>		4 th – 25 th Aug 2010 <input type="checkbox"/>		
VARNA, Bulgaria: Specialist Treatment and Adjustment Centre.	21 st – 30 th June 2010 <input type="checkbox"/>		30 th June – 9 th July 2010 <input type="checkbox"/>		
SOFIA, Bulgaria: Youth camp for disadvantaged children with international volunteers.	2 nd – 16 th August 2010 <input type="checkbox"/>				
PLEVEN, Bulgaria: Work with the Bulgaria’s Abandoned Children Trust in a large orphanage for 250 babies and children. Many children have symptoms of institutional autism as well as physical and/or learning disabilities. Intensive Interaction and Behavioural and/or Emotional Management Training available.	4 th – 28 th Oct 2009 <input type="checkbox"/>	4 th – 28 th Nov 2009 <input type="checkbox"/>	4 th – 28 th Dec 2009 <input type="checkbox"/>	4 th – 28 th Jan 2010 <input type="checkbox"/>	
	4 th – 28 th Feb 2010 <input type="checkbox"/>	4 th – 28 th Mar 2010 <input type="checkbox"/>	4 th – 28 th Apr 2010 <input type="checkbox"/>	4 th – 28 th May ‘10 <input type="checkbox"/>	
	4 th – 28 th Jun 2010 <input type="checkbox"/>	4 th – 28 th July 2010 <input type="checkbox"/>	4 th – 28 th Aug 2010 <input type="checkbox"/>	4 th – 28 th Sep 2010 <input type="checkbox"/>	
HYDERABAD, India: Developmental assessments of 6 month old babies. Work with babies and children with special needs using Intensive Interaction, and teaching English in a slum for 100,000 people.	5 th – 26 th July 2010 <input type="checkbox"/>	26th Jul - 16th Aug 2010 <input type="checkbox"/>		16 th Aug – 6 th Sept <input type="checkbox"/>	
GOA, India: Work in a Mother Theresa Home and support children affected by HIV/AIDS in a family outreach programme. Volunteers supported by 2 British Aid Workers and a Goan team.	5 th – 26 th July 2010 <input type="checkbox"/>		26th Jul - 16th Aug 2010 <input type="checkbox"/>		
	10 week trip <input type="checkbox"/> Preferred months				
UGANDA, Africa: Work with people with acquired brain injury.	5 th – 26 th July 2010 <input type="checkbox"/>		26th Jul - 16th Aug 2010 <input type="checkbox"/>		



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All details provided will be kept private and confidential

Surname: _____

Forename(s): _____

DOB: _____

I am applying as: **an individual** **member of a group**

Names of group members _____

Attach photo
securely here
by staples,
sellotape, or
sticky back
plastic

Contact Details: Address of permanent residence

Email address (very important, please write clearly) _____

Home &/or mobile no. _____

Current occupation: _____

Name of current place of work: _____

To be completed by students

Name of current/most recent School/College/University _____

Year of study _____

Name(s) of current A-levels/degree/other qualification(s) _____

How did you hear about our organisation? _____

Emergency Contact: _____ **Relationship to you:** _____

Contact Details (if different from above):

Email address _____

Home &/or mobile no. _____



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What qualifications do you have which may be useful to your volunteer work?

Have you carried out any voluntary work before? Yes/No (If yes please give details as bullet points)

Please list your experience with vulnerable groups of people to date (vulnerable groups include children, adults with disabilities, and older people with difficulties). Details can be discussed during your interview.

Please give details of any training, support, or guidance you could provide to projects or volunteers.

Have you ever been to a developing country such as Romania, Hungary, Poland, India or Africa before? Yes/No (If yes please give details)



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Do you have any special dietary requirements? Yes/No (If yes please give details)

Do you have a criminal record? Yes/No (If yes please give details)

Have you ever had counselling for any reason? Yes/No (If yes, we would be grateful if you could provide details although this is not obligatory. We only ask so arrangements can be made for more support if you think this is necessary. Information you provide will NOT affect your application).

Have you got a physical or mental health problem, serious or minor? Yes/No (If yes, we would be grateful if you could provide details although this is not obligatory. We only ask so arrangements can be made for more support if you think this is necessary. Information you provide will NOT affect your application).

Is there anything not covered in this form you think we would like to know about you? (e.g. past achievements/problems, why you are interested in this specific programme etc.)

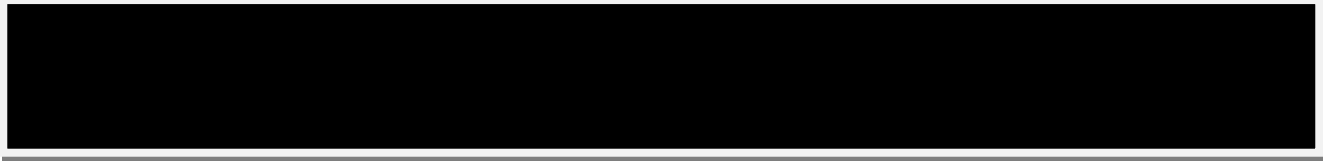
I guarantee that all information on this form is true to my knowledge.

Signed

Date



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Confidential - Request for Reference

Name of volunteer applicant

The above person has applied for a position as a voluntary humanitarian aid worker to support vulnerable people abroad as a member of a small volunteer team. (S)he has suggested you might provide a reference. We would be grateful if you could provide whatever details you feel able to according to the criteria below.

Delete/ignore as applicable.

How do you know the applicant? _____

What is your current relationship with the applicant? _____

How long have you known the applicant? _____

Attitude	Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Relationships with others	Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Team-working	Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Personal integrity and honesty	Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Reliability	Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Calmness under pressure	Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>
Competence	Poor <input type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>	Excellent <input type="checkbox"/>

Any other comments?

Referee's signature Date.....

Referee's name and title.....

On behalf of (employer/organisation, if applicable)

Contact details of sender of this request (email, phone, etc)

.....

Please make a copy of your reply for your own records and if in doubt about anything you'd like to state on this form please seek advice before writing and sending a response.

Thank you for your assistance.

L.I.F.E. contact details: enquiries@cast-uk.com or 07501463706