

***Thank you for your enquiry and interest in volunteering at  
The Oak Tree Coffee House.***

*There are a variety of tasks to be undertaken and we are looking for many different people to fill these roles. There is no such thing as a ‘typical’ volunteer and we will be delighted to respond to your enthusiasm and experience and provide training, support and the opportunity to make a difference in our community through serving in the Coffee House.*

**The Oak Tree Coffee House VISION:**



**Why should a church be planning to open a coffee house? The answer lies in this purpose statement:**

***“St Luke’s Church exists to be a welcoming, worshipping, healing community, which is rooted in the Father’s love, growing in the power of the Spirit, and reaching out with the love of Jesus.”***

Since the mid-nineties, St Luke’s Church has wondered about the possibility of opening a coffee house – just across the square from the Community Centre, with a view to it becoming some kind of permanent presence for the church in the community.

The vision for the Oak Tree is for it to be primarily a good quality ‘Community Coffee House’ – a pleasant place for people to meet one another, to enjoy good coffee or soft drinks, hot and cold snacks, cakes and so on. It will also be an outlet to promote and sell Fair Trade goods, and to display and sell local crafts, and arts and crafts from developing countries.



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Although the Coffee House will need to be run on a business basis, its purpose is to serve the local community. Any profits will not be used to fund or subsidise other St Luke’s work. It will exist in its own right fulfilling the purpose statement as described above.

**Personal Details**

Title

First Name(s)

Surname

Address

Postcode:

Daytime phone number

Evening phone number

Mobile phone number

Email address

Age 

16-24	25-34	35-44	45-64	65+
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Place and Date of birth:

Nationality:

(Please note we will require to see a copy of your passport if you are an EU national (Not British), for those outside the EU we will also require to see a proof of eligibility to work in the UK)

**What would you like to achieve through volunteering at The Oak Tree Coffee House?**

**What previous experience (paid or unpaid) do you have that might help with a volunteering role?**

**Do you have a Food Hygiene Certificate? If 'Yes', what date was it obtained?**

**DOCTORS CONTACT DETAILS**

Name

Address

Tel No

**MEDICAL DETAILS**

Do you have any medical conditions?

Yes

No

Please detail

Do you have any allergies, including food and medication?

Yes

No

Please detail

Do you have hearing loss?

Yes

No

Please detail

Are you visually impaired?

Yes

No

Please detail

**Please declare any criminal convictions – information about criminal convictions is requested to assist the selection process and will be taken into account only when the conviction is considered relevant to the role**

**When might you be available to help? Please tick all that apply and we can then discuss with you the best times to suit you and the Coffee House.**

	0830-1030	1030-1300	1200-1430	1430-1630
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**We would like you to provide two references, one professional and one personal:**

Name:

Address:

Email:

Tel:

In what capacity do you know the refereee:

Name:

Address:

Email:

Tel:

In what capacity do you know the refereee:

Date:

## **Emergency Contact Details**

### **Next of Kin**

Name:

Address:

Phone Number:

Relationship to you:

**I declare that all the above information is true and accurate. I declare that I have no conflicts that prevent me from working with young persons/vulnerable adults.**

**Signature:**

**Name:**

**Date:**

**Please return this form to: The Oak Tree Coffee House**

***GDPR***

**If you are joining us as a volunteer, then at the end of this section please sign to give us consent to use your data for obtaining references in order to assess your suitability to work with us. If you are under 18, we need a parent or other legal guardian to give their consent too.**

**Name:**

**Signature:**

**Parental Consent (if applicable)**

**Name:**

**Signature:**