New Volunteering Group Application Form

Please refer to the Students’ Union Volunteering website ([qmsu.org/volunteering/groups](http://www.qmsu.org/volunteering/groups)) before filling in this form for details of what types of groups can be considered a Volunteering Group and whether or not your idea is already being done by someone else!

Make sure that you provide as much detail as possible in your application, this is all we have about your idea so let us know everything that you have done up to this point to help get your volunteering group started.

Your application will be reviewed by the QMSU Volunteering Team and the elected Mile End and Barts and The London Volunteering Officers. You may be asked to provide further information or invited in for a meeting regarding setting up a new group.

Founders of new Volunteering Groups will need to attend mandatory Volunteering Groups training.

If you have any questions while completing this application form then please get in contact with the Volunteering team at su-volunteering@qmul.ac.uk and they will be able to support you.

**About the new Volunteering Group:**

|  |  |
| --- | --- |
| **Name of Volunteering Group:**  |  |
| **Would you be based at Mile End (ME) or Whitechapel (BL)?** |  |
| **Short description of the volunteering group you’d like to start** |  |

**Group Purpose**

|  |
| --- |
| **Group Purpose** |
| **What evidence is there to support the need for this Volunteering Group?** |  |
| **What volunteering opportunities will you run in the local community and how will these activities address the above identified need?** Please be as detailed as possible.  |  |
|  |

|  |
| --- |
| **Aims of the Volunteering Group***Think about the core purpose of your group; why are you setting it up in the first place? What community issue is your group trying to address and what will the intended impact of your activities have on people in the community and on your volunteers?*  |
| **Aim 1:** |  |
| **Aim 2:** |    |
| **Aim 3:** |  |
| *Continue as necessary* |

|  |
| --- |
| **Group Objectives** |
| **What do you wish to achieve in the 2019-20 academic year?***(please be as specific as you can, including figures, etc, wherever possible)* | **Briefly describe how you aim to achieve this.** | **Measure of success- How will you know that you’ve met this objective?***(ie, surveys, record of attendance, etc)* |
| e.g. number of volunteers that you want to recruit |  |  |
|  |   |   |
|  |  |  |

**Committee Details:**

Running a society is a team effort. New volunteering groups, as a minimum, have to have two Principal Officers, a President and a Treasurer, these get elected each year by the volunteers in the group. You can choose to have extra roles on your committee, just tell us about these in this section.

|  |  |
| --- | --- |
| **President** | **Treasurer** |
| **Name:**  | **Name:**  |
| **Email:**  | **Email:**  |
| **Student number:**  | **Student number:**  |
| **Mobile number:**  | **Mobile number:**  |

|  |
| --- |
| **Other committee members (if relevant)** |
| **Position:** | **Name:** | **Email:** | **Mobile:** | **Student No.** |
|  |  |  |  |  |
| *Add extra rows as necessary* |

**Additional Group information**

|  |  |
| --- | --- |
| **Are you planning to be affiliated to an external organisation? If yes, please provide details.** |  |
| **Any other information that you would like to add about your application?** |  |

**Please fill in this form electronically and email a completed copy to Sam, Volunteering Coordinator, at** **su-volunteering@qmul.ac.uk**