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**KENT  
GREETERS**  
GARDEN of ENGLAND

# Games Time Kent Greeters

## Application form





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**IMPORTANT:** Please complete all fields that are outlined in red.

### Games Time Kent Greeters application form

Please note that we cannot accept applications that are not totally complete. Please make sure you have read all the requirements of the role(s) you are applying for before completing this application form.

**The deadline for receiving applications is Monday 30th April 2012.**

### How to send your application from:

**By email:** send an electronic attachment to: [gamestimegreeters@visitkent.co.uk](mailto:gamestimegreeters@visitkent.co.uk)

**By mail:** send a printed copy to:  
Games Time Kent Greeters, Applications Team,  
Visit Kent, 28 -30 St Peter's Street, Canterbury, Kent CT1 2BQ

### Your details

Name

Address

Post code

Phone number

Mobile number

Email address

**Please tick each box to confirm each statement:**

I currently reside, work, study or volunteer in Kent

I was over 18 or on 1 January 2012

I am and will be up to 9 September 2012, eligible to volunteer in the UK  
in line with immigration rules





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### Which role(s) would you like to apply for to become a Kent Greeter?

Take a look at the volunteer role descriptions <http://www.visitkentbusiness.co.uk/index/games-time-kent-greeters/games-greeter-role/>

I would like to be a Games Time Kent Greeter

I would like to be a Games Time Kent Greeter Co-ordinator

### What knowledge, skills and experience do you have for the role you have chosen?

(Please tell us in no more than 250 words, referring to the role descriptions for guidance)



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### Why would you make a great Greeter?

(Please tell us in no more than 150 words, referring to the role descriptions for guidance)





You must be able to commit to at least three Games Time Greeter sessions of five or six hours. You may also be asked to undertake up to two 'on call' sessions between 17 July and 9 September 2012.

**What is the maximum number of sessions you are prepared to commit to?**

**Please let us know any dates that you will be unavailable between the time periods indicated above**

If you are successful in applying to be a Games Time Greeter in Kent you must commit to undertake all the necessary training sessions in addition to the time commitment indicated above.

Training sessions will take place at a number of locations across Kent and will be either full day or half day sessions. Tell us what part of the day you would prefer to take part in training.

- Anytime
- Morning
- Afternoon
- Evening
- Weekend

Some training will be delivered via online resources and additional reading and research may also be required.

### **Selection Arrangements**

Should you require any special arrangements for interview or any other selection procedures, please let us know, i.e. mobility access, use of signer/interpreter, access to disability parking, etc.



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### Where would you like to be based?

Although we cannot guarantee we will be able to accommodate your requests, please let us know your preference below.

Ebbsfleet Train Station

Brands Hatch Road Cycling event  
(5 - 8 September 2012)

Ashford International Station

Maidstone Torch Relay event  
(19 July 2012)

Ashford Coach to Rail

Maidstone Coach to Rail

Dover Torch Relay event  
(18 July 2012)

Dover Coach to Rail

Key locations on the Torch Relay

Folkestone Coach to Rail

Tonbridge Coach to Rail

Gravesham camp sites

Margate Coach to Rail

Gravesham live site events

Canterbury Coach to Rail

Tunbridge Wells live site events





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How did you hear about the Games Time Kent Greeters?

Do you have any support needs in order for you to take part  
as a Games Time Kent Greeter?

Do you have any specialist skills that you can bring to the Greeters?

For example - languages, signing etc

### Referees

Please supply details for one employment and one character referee





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I confirm that the information I have provided above is true and correct and that the information may be used for registered purposes under the Data Protection Act 1998. I accept that if any of the enclosed information is found to be untrue after my appointment, I may be liable for dismissal without notice.

The information that you provide on this form and that obtained from other relevant sources will be used to process your application for volunteering. The personal information that you give us will also be used in a confidential manner to help us monitor our appointment process.

If you succeed in your application and take up a volunteering position with us, the information will be used in the administration of your time spent volunteering with us.

We may also use the information if there is a complaint or legal challenge relevant to the appointment process.

We may check information collected, with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds or in other ways as permitted by law.

By signing the application form we will be assuming that you agree to the processing of sensitive personal data (as described above) in accordance with our registration with the Information Commissioner.

(If you choose to submit your application form by electronic mail, then you can sign your form at interview)

Signature

Date

**Emergency Contact**

Name

Address

Post code

Phone number

Email Address





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Applicants please note:

If you are a UK National, you must hold a valid passport or driving licence (photo card and paper counterpart); EEA Nationals must hold a valid passport or National Identity Card; and for non-EEA Nationals, a valid passport.

You must ensure that you have the legal right to volunteer in the UK. We cannot assist with visa applications. If a UK citizen does not have either of these valid documents, then a long form Birth Certificate will be accepted. It must be issued within 12 months of date of birth. A bank statement and utility bill will also be needed in the applicant's name, both issued to the applicant's current address and less than three months old. If an applicant is not able to provide an appropriate bank statement and utility bill they must instead provide a certified passport photograph to accompany their long form birth certificate. A list of persons authorised to certify an applicant's passport photograph is available upon request. You will be required to supply this information on arrival at the selection centre should you be called for interview.

For Internal Use Only

Reviewed by ..... Date .....

Shortlist YES / NO

Applicant advised date ..... Initial .....

Interview

Date .....

Location .....

Time .....

Interviewer .....

Outcome .....

Applicant advised date ..... Initial .....