



Victorian Aboriginal Legal Service Co-operative Ltd.

APPLICATION FOR VOLUNTEER PROGRAM

A CV or Resume should be submitted separately and will not be accepted as a substitute to this form.

Please complete using either BLOCK capitals, typewritten format or electronically. This form should be signed and dated. Whilst VALS also requires a CV and record of academic results, the information provided on this form will also be used for the short-listing process. It is therefore your responsibility to ensure that you demonstrate, on this form, what makes you suitable to volunteer at VALS.

VALS reserves the right to exclude any application from the selection process when the instructions outlined on this form have not been followed.

Completion of this Application Form DOES NOT guarantee you a placement in the VALS volunteer program.

PERSONAL DETAILS

Family name Other names Title (Mr/Mrs/Miss/Ms/Other)
Address Telephone (Evening)
Date of birth Telephone (Day)
Email Telephone (Mobile)

Please provide the full details of any previous names

AVAILABILITY

Please mark in the box the day(s) that you are available to volunteer.

Day	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Please indicate the number of days you wish to volunteer per week (one minimum):

1 2 3 4 5

Please indicate when you are available to commence the program:

GENERAL AND COMMUNITY VOLUNTEER PROGRAM PREFERENCES - MANDATORY

Please label 1- 8

Criminal Law Family/Youth Law Community Legal Education Civil Law
NATSILS Social Justice Policy and Advocacy In House Counsel
Community Justice Programs

VALS INFRINGEMENTS CLINIC - OPTIONAL

Would you also like to apply for consideration in the VALS Infringements Clinic program? If yes, tick box

Please note: If you are placed in the VALS Infringements Clinic Program, you will not be rotating to other VALS teams in the 12 months you spend volunteering. You will instead have carriage of between 5-10 Infringements Files at any one time, and will run these files under the direct supervision of a supervising VALS solicitor.

Places in the VALS Infringements Clinic are very limited, and any applicant must meet the following pre-requisites to be eligible for consideration:

- Must be enrolled in, or have completed, a law degree
- If enrolled in a law degree, must be in third year or JD equivalent at time of application
- Must have completed Criminal Law as part of their studies
- Must participate in an infringements training session as part of the VALS volunteer induction program.

EDUCATION DETAILS

Institution attended/attending:.....

Name of course:.....

Year of commencement of course:.....

Expected date of completion of course:.....

Please attach a copy of your academic results with your CV separately. VALS does not require a certified copy of academic transcript, just an informal print-out of all results to date.

Please indicate if you have completed the following subjects:

Criminal law	YES	NO	Evidence law	YES	NO
Family law	YES	NO	Torts	YES	NO
Criminology	YES	NO	Social Justice	YES	NO

Please provide any details of any subjects you have completed in the area of Indigenous studies and law.

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Please provide a copy of an up-to-date Resume.

RELEVANT TRAINING AND EXPERIENCE

Please give details of any relevant training or experience you have.

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ADDITIONAL INFORMATION

*Please provide a typed statement of no more than **500 words** describing why you wish to undertake a placement at VALS.*

Please provide all details if you are currently subject to any Court Order (including an Apprehended Violence Order or interstate/overseas equivalent).....
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It should be noted that convictions for certain offences will not necessarily prevent an applicant from obtaining a placement.

DECLARATIONS

I hereby certify that the information I have provided on this form and in the attached documents is true and correct in every respect.

I hereby certify that I have READ and AGREE to comply with all the requirements for volunteers which are listed in the Information Pack which was supplied to me with this Application Form.

I hereby certify that if I am successful in obtaining a placement at VALS I will comply with all lawful and reasonable directions from my placement supervisor or any other VALS staff member.

I hereby certify that by signing this Application Form that I authorise the VALS to contact either by letter, telephone or any other means any person/organisation that the VALS considers necessary to confirm any of the information I have provided in this Application Form. I also acknowledge that, if necessary, the VALS may need to obtain other information about me, for example conducting a Working With Children check.

I hereby acknowledge that if I am successful in obtaining a placement at VALS I will be required to read the VALS Volunteer Manual before I commence the placement.

I understand that any misrepresentation by me will lead to the withdrawal of any offer of placement or my placement being terminated.

Signed: _____ Date: _____

