**APPLICATION FORM FOR NEW VOLUNTEERS**

Thank you for your interest in volunteering with CLS. Please review the “Volunteer Information Pack“ at <https://chumkriellanguageschool.org/get-involved/volunteer/>, then complete and submit this document to [clsvolunteering@gmail.com](mailto:clsvolunteering@gmail.com) at least six weeks (and preferably three months) before your proposed arrival date to allow us to consider you for a placement. Three months advance notice is mandatory for groups.

A minimum one-month commitment is required for teaching positions, and a minimum two weeks for other roles.Thosewho are accepted are asked to pay US$50 on arrival to offset additional workload for staff in processing and orientation. The payment is not required if you already donate to our programs or you intend to become a donor during your stay.

**PERSONAL DETAILS**

|  |  |
| --- | --- |
| Name (as appears on passport) |  |
| Date of birth (DD/MM/YYYY) |  |
| Languages spoken and fluency in each |  |
| E-mail address |  |
| Proposed commencement date |  |
| Proposed completion date |  |
| Emergency contact (name, email, relationship, phone number) |  |
| How did you hear about CLS? |  |

**VOLUNTEERING INTERESTS**

In which volunteer role(s) do you believe you can contribute (please provide adequate information in the Experience and Skills sections below to demonstrate competence to work in any fields you select)

Class Room Teacher of English  Clerical / Business Management

Class Room Teacher of computing  Marketing & Publicity

Class Room Assistant  Financial Management/Accounting

Sports and outdoor education teacher  Librarian / Library Assistant

IT services (computer repair, web updates, etc.)  Handyman

Photography / Video production  Other (provide details below)

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**EDUCATION**

Schooling / Tertiary Education (*University, Technical College, Trade, etc.)*

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**PROFESSIONAL EXERIENCE & SKILLS**

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**OTHER SKILLS** (other skills or talents you could share (*eg.* *play a musical instrument, arts and crafts, sports, etc.*)

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**VOLUNTEERING EXPERIENCE**

|  |  |
| --- | --- |
| Have you volunteered in Cambodia before? | NO 🞏  YES 🞏 Where & with whom \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Have you worked with children before? | NO 🞏  YES 🞏 Where & with whom \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Ages? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Have you taught English as a second language (ESL) before? | NO 🞏  YES 🞏 Where & with whom \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Ages of children taught\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Summarise your previous volunteering experiences. | |

**REFEREES**

Please provide contact details of two people who know you well enough to give comment about your suitability for this role. They could be your teachers, employers, or simply non-personal references.

1. Name: Relationship:

Phone number: Email:

1. Name: Relationship:

Phone number: Email:

***Checklist:***

Completed application form

Contact details of two referees

***The following further documentation will be required if your application is accepted:***

Police clearance

Health Insurance

Copy of passport.

**If there are any changes to your plans, please let us know as early as possible.**

**Please contact** [clsvolunteering@gmail.com](mailto:clsvolunteering@gmail.com) **if you have any questions or concerns.**

**APPLICATION FORM FOR RETURNING VOLUNTEERS**

(those who have come before but are not regular volunteers with CLS)

Thank you for your interest in volunteering again with CLS. Please review the “Volunteer Information Pack“ which you can download from the “Volunteer” section of the CLS website, then complete and submit this form to [clsvolunteering@gmail.com](mailto:clsvolunteering@gmail.com) **at least six weeks (and preferably 3 months) before your proposed arrival date** to allow us to consider you for a further placement at CLS. **3 months advance notice is mandatory for groups.**

**A minimum one month commitment is required for teaching positions, and a minimum two weeks for other roles (longer is preferred).** Thosewho are accepted are asked to pay $50 on arrival to offset additional workload for staff in processing and orientation. This payment is not required from those who intend to donate US$300 or more during their stay to support our programs.

**PERSONAL DETAILS**

|  |  |
| --- | --- |
| Name (as appears on passport) |  |
| Date of birth (DD/MM/YYYY) |  |
| E-mail address |  |
| Proposed commencement date |  |
| Proposed completion date |  |
| Emergency contact (name, email, relationship, phone number) |  |

**PREVIOUS VOLUNTEERING WORK WITH CLS**

Please summarise below your previous volunteering work with CLS – dates you were here and the role(s) you filled.

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**PROPOSED VOLUNTEERING WORK WITH CLS**

Please indicate below the work you would like to undertake this time with CLS.

Class Room Teacher of English  Clerical / Business Management

Class Room Teacher of computing  Marketing & Publicity

Class Room Assistant  Financial Management/Accounting

Sports and outdoor education teacher  Librarian / Library Assistant

IT services (computer repair, web updates, etc.)  Handyman

Photography / Video production  Other (provide details below)

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If the role(s) you have indicated above is/are different to the role(s) you filled last time, please provide in the space below details on background and experience you believe qualify you for the new role(s).

|  |
| --- |
|  |

***The following further documentation will be required if your application is accepted:***

Police clearance

Health Insurance

Copy of passport.

**If there are any changes to your plans please let us know as soon as possible.**

**Please contact** [clsvolunteering@gmail.com](mailto:clsvolunteering@gmail.com) **if you have any questions or concerns.**