# Citizens Advice Plymouth Volunteer Recruitment Journey

#### **Step 1: Expression of Interest**

Prospective volunteers can express interest by visiting our website or contacting the Volunteer Manager directly. Our FAQ page confirms details of any criteria that must be met to volunteer.



## **Step 2: Application Form**

Our Volunteer Manager will provide a link to our application, which asks for personal details, skills & experience, desired roles, availability & referees.



### **Step 3: Taster Session**

If appropriate you will be invited to a taster session. You will be able to see volunteers and staff in action and will take part in activities to get a feel of what its like to volunteer with us.



### **Step 4: Selection Interview**

After attendance at the Taster Session, a selection interview is arranged to explore suitability, confirm roles, the training schedule and next steps.



## **Step 5: Pre-checks & References**

If successful following selection interview, we will complete pre-checks to confirm that key criteria is met to allow volunteering and we will request references.



#### **Step 6: Induction & Training**

Once step 5 is completed, we will send out the induction plan and training schedule, set up internal accounts as needed, and provide all required information ahead of welcoming you on your first day.