

Chase & Chalke Landscape Partnership: Registering as a volunteer

Registering as a volunteer with the Chase & Chalke Landscape Partnership Scheme couldn't be easier. This guide provides a step-by-step guide to follow so you can easily register as a volunteer with the Chase & Chalke Landscape Partnership. You can see all the details of our volunteering opportunities on our website

www.cranbornechase.org.uk/chaseandchalke/volunteering/

When you go to our website simply go to our volunteering page and click on the image which will bring you to the registration page of the 'Chase & Chalke Volunteer Hub'



This takes you to our Volunteer Management System called **Better Impact**. Registering as a volunteer through Better Impact allows you to create your own profile, update your preferences, log your hours each week or month.

We'll also use Better Impact to communicate with you, via email and/or text, to let you know about more volunteering activities and keep you up to date with any new training opportunities.













Click on the green button 'Fill in an application'.



Application Form - Chase & Chalke Landscape Partnership Scheme

You will need to enter a unique usern select something that is easy for you t name. Your username must be at leas use by someone else, you will be pror	ame to identify yourself to the system. You should to remember such as your email address or your t 6 characters long. If the name you enter is already in moted to choose another username.	If you have : organisatior organisatior	signed up with this organisation I that uses MyImpactPage.com, y is with which you are associated.	efore, or are a member of another ou can use the same login to access
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This brings you to the beginning of application form. In the boxes on the left-hand side, you can create your unique username and enter your email address. Please also click on the Volunteer Code of Conduct box and confirm you have read this.







Application Form - Chase & Chalke Landscape Partnership Scheme

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You will then see this page. Simply fill in the details for your login and password, name, address and email address. The flag symbol indicates that this information is required. You will also be automatically signed-up to get our monthly e-newsletter via email.

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Please add your mobile number. On occasion, we would like to communication with you via text message, for example if an event is cancelled at late notice or when emails are not appropriate, so please tick the 'Text Messaging' box if you are happy for us to do this. Click on the green 'Save and Continue' when complete.



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The next section of the application enables you to tell us about your interests and availability.



If you **click on the types of things you are interested in** it will help us to notify you when volunteering and training opportunities become available. New items may be added to this list and we will notify everyone when this happens.





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How did you hear about Chase & Chaike? Do you have any medical conditions that are importan about?	t for us to know			

You can tell us about any **relevant qualifications** you may have and let us know a few more important details.

First Aid certificate	
Habitat surveys	
Plant identification	
Practical conservation tasks	
Archaeological survey work	
Community engagement work	

If you have previous experience or skills in certain areas we'd love to know so we can support you further along your volunteering journey with us.





Please provide the details of someone we been provided to us.	can contact in case of an emergency. Please ensure you ha	ve made them aware that their details have
Name	1	in
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It's important that we have details of an **emergency contact** and that they are aware that you are providing us with their details.

As you will be representing Cranborne Chase A standard good practice to request references so	rea of Outstanding Natural Beauty (AONB) and the p please do not be put off by this.	Chase & Chalke Landscape Partnership it is
Please give the details of two people who will b professional referee could be a teacher, work co references is standard best practice and will co the volunteer? Q3. Would you recommend them	e able to offer a reference for you. This can be one olleague, ex work colleague or someone else who h nsist of three simple questions; Q1. How do you kr as a volunteer?	friend/relative, and one professional contact. (nows you in a professional capacity. Requesti tow the volunteer? Q2. How long have you kno
References supplied will be held in accordance	with General Data Protection Regulations (GDPR).	
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To register as a volunteer we will ask you for one referee, and this can be a friend, relative, work colleague or teacher. Requesting references is standard best practice and will consist of a few very simple questions such as: Q1. How do you know the volunteer? Q2. How long have you known the volunteer? Q3. Would you recommend them as a volunteer?

We will contact them by email or phone so they can answer these questions.









We do our best to engage with volunteers from	n across our area and from a wide range of back	grounds and interests. As part of our reporting v
filling in this information, however you are not	e National Lottery Heritage Fund, on this informa obliged to provide this information and providin	g, or not, will have no bearing on you volunteer
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We do our best to engage with volunteers from across our area and from a wide range of backgrounds and interests. As part of our reporting process, we are required to report to our primary funder, the National Lottery Heritage Fund, on this information.

We would be grateful if you could help us by filling in this information, however you are not obliged to provide this information and providing, or not, will have no bearing on you volunteering with us.

I have read and agree to abide by the Volunteer Code of Conduct	
Are you prepared to complete a Disclosure and Barring Service (DBS) application if required?	· · · · · · · · · · · · · · · · · · ·
Data Protection - please click on the information icon here and check the box to indicate you have read and understood	00.
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I declare the information i have provided on this form is correct to th best of my knowledge (please check the box) Fisk Accessments The safety of our volunteers and carrying out all of our v Information icon and read our Risk Assessments to ensu	e IN









Please let us know if you are a registered volunteer with	any of our partner organisa	lions	
Are you a registered volunteer with Dorset Wildlife Trust?	1	v]	
Are you a registered volunteer with Wiltshire Wildlife Trust?	1	•	
Are you a registered volunteer with Wessex Rivers Trust?		v]	
Are you a registered volunteer with the National Trust?		~	
Are you a registered volunteer with Hampshire County Council?		v]	
Do you volunteer with any other organisations?			
sse note that your application will not get submitted until you fill in lication was successfully submitted if when you click the "Submit Ar	all fields flagged (¹⁴⁴) as required	on this page and click the Submit A	pplication button. You'll know your reen. it means you missed a required fiel
your application has not yet been submitted.			

Once you are happy that you have completed all sections simply click on the green button 'Submit Application'

CHASE & CHALKE LANDSCAPE PARTNERSHIP	Contractions of the second sec
Application Form - Chase & Chalke Landscape P	artnership Scheme
Application Complete	
Thank you for your interest in volunteering with Chase and Chalke. Please click Be sure to check your email for some important information from us and we will <u>Go to my profile Log out</u>	one of the following options below. I follow up with you again as soon as we can.
MyImpactPage.com Privacy Policy	Powered By

If you have completed all the required information you will see this screen. If you click on 'Go to my profile' you will see the next screen.







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Here you can check that your details are correct and add more if you like, adding a profile photo and setting whether you would like other volunteers to be able to see your details. Please subscribe to the 'Weekly Schedule Reminders' for regular updates.

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By clicking on 'Opportunities' you will be able to see all the activities that are available to you. If there are none showing you can click on 'My Profile' and go to 'Interests' to update your





interests. This will add relevant activities either as a list or in the calendar.

Your Welcome Message:

Chase & Chalke Landscape Partnership Scheme - Welcome Message





Thank you for completing our volunteer application form. We will assess your application shortly and send you a confirmation email when your application has been processed. Our fantastic volunteers are the driving force of what we do and we very much look forward to welcoming you to the Chase & Chalke family.

Keep an eye on your emails (including your junk mail) and we look forward to working alongside you soon.

The Chase and Chalke LPS Team

You will receive this email message and you will be emailed when your application has been processed and approved.

We will review your application and contact your referees and then confirm you as a Chase & Chalke volunteer. This will then enable you to see all the volunteering opportunities, also referred to as 'shifts'.

Thank you and we look forward to meeting you and one of our events.

If you have any problems please email the team at <u>chaseandchalke@cranbornechase.org.uk</u> or call the office on 01725 517417.









How to sign-in if you are an existing volunteer

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chase & charke Landscape Partnership Scheme	
Welcome to your Chase & Chalke Volunteer Hub From here you will be able to create, update and manage your volunteer profile. You can find out what volunteering and training opportunities we have on offer, how you can get involved with projects and keep a record of the amazingly positive impact you are having on the Chase & Chalke Landscape Partnership Scheme.	I would like to volunteer " fill in an application Afready use MyImpactPage.com to volunteer with this organisation? Log in to your account
	Get Social Share this f Y + Tweets by @CranbomeChase

You can go to our website and click on the and click on 'Register as a Volunteer'. You can then click on 'Log in to your account'.

MyVolunteerPage.com - Login				
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Username	Usernames are not case sensitive.	Information contained here is only visible to you and the specific organisation(s) with which you are associated. It will neither be disclosed to any other		
Password	Passwords are case sensitive.	party nor used for any other purpose. Click here to vie the complete MvVolunteerPage.com privacy policy.		

Alternatively, simply go to <u>www.myvolunteerpage.com</u> and enter your username and password. If you have forgotten any of your log in details simply email us at <u>chaseandchalke@cranbornechase.org.uk</u>

You can also click on the 'Forgot your username or password' option and follow the instructions.





Get Better Impact on your mobile phone

You can access your Better Impact account on your smartphone by going to the App Store or Google Play and searching for "My Impact".

Download the App, enter your username and password and off you go.







