



Recruitment and Retention

The Scottish Burned Children's Club [SBCC] is a voluntary organisation, with no paid employees. Volunteers will be recruited using a consistent approach regardless of age, race, religious beliefs, gender, marital status and sexual orientation.

Every applicant will be considered for their suitability for their choice of voluntary work within the SBCC, taking into account their interview, references and a successful enhanced CRB check. Consent to these checks can be withheld; however, the SBCC will then be unable to proceed with the application. Withholding of information, that is later revealed through compulsory checks and references, may lead to the termination of services.

Applicants will be asked to supply written information on any convictions, cautions, reprimands or final warnings, both spent and unspent, when completing the application form. This information will also be obtained via the enhanced CRB check.

We welcome burn survivors to join the SBCC, as volunteers, however each individual will be carefully considered as to whether they are ready to cope with the demands of the role.

All questions on the application form are relevant and non-discriminatory and application forms include only those questions that are essential. Applicants will be asked to supply proof of identity for interview purposes and for the enhanced CRB check. Wherever possible this should be photographic evidence.

All questions will be strictly relevant to the work of the charity. In no case will questions be asked or assumptions made about a person's personal and domestic circumstances. Where the requirements of the voluntary work will affect the candidate's personal life this should be discussed objectively. All information gathered would be stored securely for a minimum of 7 years.

All applicants accepted as volunteers must read, sign and agree to work with the SBCC Policies. Any person who does not agree to work with the policies will have their application refused.

The SBCC executive reserve the right to refuse an applicant or may choose to restrict their work within the charity, and at any time, reserve the right to terminate their position within the charity if they fail to comply with its policies and procedures.