**Volunteer Services for Events**

**Number of applicants:** To be determined

**Time:** Not specified

**Pay:** Unpaid service work

**Duration:** All year long

**Need:** Immediate need

**Description**

In order to support the work done by the Foundation “Esperanza y Alegria” to improve the lives of the people; every year we promote and participate in different events to raise money and awareness.

The team of volunteers for our events will help in the different fields from our Foundation “Esperanza y Alegria”. Our volunteers will also provide technical help in the fields of administration and communication. Furthermore, our volunteers will help with other tasks such as logistics, or specific duties during our events.

**Duties:**

Our team of selected volunteers will meet at the central office of our Foundation “Esperanza y Alegria” during the months that our events take place.

Being a member of our team of volunteers does not imply that every volunteer will participate in all of our events. Instead, volunteers will only participate in the events that they are able and willing to participate only.

Our events take place mainly in the city of Madrid. Nevertheless, one event takes place during the summer at Sotogrande (Cadiz).

Support during events: administration and logistics

* Promotion of campaigns for communication and awareness.
* Support in specific activities for events

**Requirements:**

* Be older than 16 years old
* Be self-motivated and willing to help
* Share the same values and mission of our Foundation “Esperanza y Alegria”
* It is a bonus to have knowledge managing events

**Enrollment:**

If you are interested to become a volunteer, please fill out the enrollment form below and email it to us at: voluntariado@fundacionesperanzayalegria.org In the subject of your email please type: “Volunteer for Events” and we will reply to you as soon as possible. Thank you very much for your interest and your support.

**Enrollment Form**

**This part will be filled out by Foundation “Esperanza y Alegria”**

Date of First Contact:

Support in:

Date of Enrollment:

**This part needs to be filled out by volunteer:**

|  |  |
| --- | --- |
| **Name:** | **Last Names:** |
| **Identity Number:** | **Date of birth:** |
| **Address: (street, number, zip code, location, province):** | **Phone number:**  |
| **Electronic mail:** |
| **Do you work? (Use an “X”)****□ Yes (please specify your type of work** **□ No** | **Languages (please specify which levels):** |

|  |
| --- |
| **How did you find out about our activities at our Foundation “Esperanza y Alegría”?** |
| **Write about your level of studies or professional experience** |
| **List your hobbies and interests here:** |
| **What motivates you to help us as a volunteer?** |
| **Experience as a volunteer (if you have experience write here the name of the association, the place, time of volunteer work and tasks you performed):** |
| **Training for volunteers (if you had training write here the courses’ names, name of organization that provided training, topics and year of attendance):** |
| **Dates that you wish to volunteer with us** |
| **Observations (you can add comments, ideas, and suggestions)** |
| **Date and signature** |

 I read and agreed with the agreement of privacy by the Foundation “Esperanza y Alegría”

To comply with the current Spanish law about Protection of Personal Information, we need to inform you that your personal data will be incorporated in our system titled from our Foundation “Esperanza y Alegria”, with CIF G83014233 and location at C/ General Arrando, 42, Bajo Izquierda 28010, Madrid. The purpose is to answer your questions and provide you with information that might be of interest to you. In accordance to the law, Foundation “Esperanza y Alegria” informs you that the data will be preserved during the time that is strictly necessary to comply with requirements. Unless you inform us otherwise, we will assume your data has not changed. You understand that you need to notify us if your data has changed. Foundation “Esperanza y Alegria” informs you that it will take care of your data in a manner that is legal, loyal, transparent, and adequate. For that reason, Foundation “Esperanza y Alegria” promises to adopt reasonable measures to rectify data when is not exact. In accordance with the rights given by the law that protects personal data, you can access your data and correct it at any time. You can petition any requests to our email address: administracion@fundacionesperanzayalegria.org Furthermore, we also inform you that you can contact our Manager of Protection of Data at our Foundation “Esperanza y Alegría”, via electronic mail to: dpo.cliente@conversia.es or you can contact the phone number: 902877192. You can visit any authority of control to expose any complaint. In this enrollment form, you accept our privacy agreement at our Foundation “Esperanza y Alegria”.