



## Volunteer Application Form

### Mental Health Promotion and Suicide Prevention Centre (MHPSPC)

### Thamel, Kathmandu

All volunteers at MHPSPC will be asked to complete a volunteer application form to help us understand a bit more about you. Thank you for wanting to volunteer with us.

\*Please fill the form in **BLOCK** letters.

Name			
Address		Address for correspondence (if different)	
E-mail Address			
Phone			
Mobile			
Volunteering role applied for (Please refer to page 4)			
How many hours a week (approx.) can you volunteer?			
Do you speak any languages apart from Nepali and/or English (Please specify)?			
Are you normally available during:	The daytime <input type="checkbox"/>	The evening <input type="checkbox"/>	The morning <input type="checkbox"/>

I am available during: (Can tick more than one option)

- Weekdays
- Weekends
- Holidays
- Available any time

How did you find out about volunteering at MHPSPC?

**DRIVING**

Do you hold a current two-wheeler driving license?	YES	NO
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Would you be prepared to use your own vehicle (if needed) ?	YES	NO
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Do you currently work or study?

- Work
- Study

Place of Occupation/Study (Please be specific by mentioning the name of the institution and its full address):

**Skills, Hobbies and Interests**

- Experience – What work/s you have done, whether paid or voluntary?
  
- Educational Qualification/s (Please follow the standard style while listing qualification/s. Qualification/s can also include any relevant certification/s, diploma/s and/or online course programs)

- Have you completed any relevant training/s? Please specify.
  
  
  
  
  
  
  
  
  
  
- Please add any further information including any specific skill/s that you have that match the volunteer role description.

Please give details of any previous experience/s you may have of working with people with mental disabilities, mental disorders/illness, people in distress, trauma, or people with any other emotional and/or behavioural issues. Also, please specify the duration. The experience can be in the form of volunteer.

**Declaration**

- I understand that submitting this application form does not automatically register me as a volunteer at MHPSPC but that there is a selection process.
- I confirm that the information that I have provided in this form is correct and complete. I understand and accept that if I knowingly withhold information or provide false or misleading information this may result in my application being rejected, or if I am appointed, in my dismissal, and I may be liable to prosecution in certain circumstances.
- I hereby declare that the information provided above is true and correct to the best of my personal knowledge, information and belief. I fully understand the consequences of giving false information. If the information is found to be false, I shall be liable for prosecution and punishment under the Nepalese Law and / or any other law applicable thereto.

Please sign and date this form.

NAME (in **BLOCK** letters)

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Volunteering role applied for:

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Date:

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**Note:**

- Interested candidates should fill up the ‘Volunteer Application Form’ and send it to **info@mhpssc.org.np**. Please specify ‘Volunteer Application for the Role of .....’ in the subject line of the email.
- Volunteering roles can be: **Suicide helpline volunteer, social media volunteer, photography and videography volunteer, school project volunteer & suicide and mental health archive volunteer.**
- Volunteers will be notified about their interview dates after we receive their application.
- During the interview, applicants are required to bring a copy of their Nepalese citizenship certificate along with a recent passport size picture. In case of technical difficulties while filling up the form, please bring the filled ‘Volunteer Application Form’ on the day of interview.

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**FOR OFFICE USE ONLY**

- Information Checked
- Declaration Verified
- Interview conducted on .....

Signed.....

Dated.....

Seal of the Organization