



## **Volunteer Diversity Monitoring Information**

### **Background**

Citizens Advice values diversity, promotes equality, and challenges discrimination. We welcome and encourage volunteer applications from people of all backgrounds, age, disability, gender, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sexual orientation.

Monitoring recruitment and selection procedures is one way that helps us to ensure that there is no discrimination in our recruitment process. To do this we need to know about the diversity profile of people who apply for volunteer roles at Citizens Advice.

### **Data protection overview**

**If you are happy to provide it, we will use this information for the sole purpose of allowing us to monitor equality of opportunity and treatment as necessary to maintain or promote equality within Citizens Advice Norfolk.**

**The information you give us will be kept securely, won't be shared outside the service and is confidential.**

**It will not be seen by anyone responsible for making recruitment decisions or have any impact on you directly.**

**If you are successful in your application and we require this information for other purposes, you will be asked to provide it separately - i.e. this form will not be used for other purposes.**

**If you would prefer not to answer any of the questions we ask, please leave them blank. If you would like us stop using the information you provide, please contact us.**

Note on accessibility: If you are using keyboard only and need to put a cross in the relevant box, you should be able to arrow across, and type in the box. If this is not possible put a cross next to the relevant box.

**Age Group**

<input type="checkbox"/>	< 25	<input type="checkbox"/>	25-34	<input type="checkbox"/>	35-44	<input type="checkbox"/>	45-54	<input type="checkbox"/>	65+
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**Gender**

<input type="checkbox"/>	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>	I prefer to use another term.....
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**Sexual Orientation**

<input type="checkbox"/>	Heterosexual/Straight	<input type="checkbox"/>	Gay Man	<input type="checkbox"/>	Gay Woman/Lesbian
<input type="checkbox"/>	Bisexual	<input type="checkbox"/>	I prefer to use another term.....		

**Ethnicity**

**White**

**Asian or Asian British**

<input type="checkbox"/>	A1 British	<input type="checkbox"/>	C1 Indian
<input type="checkbox"/>	A2 English	<input type="checkbox"/>	C2 Pakistani
<input type="checkbox"/>	A3 Scottish	<input type="checkbox"/>	C3 Bangladeshi
<input type="checkbox"/>	A4 Welsh	<input type="checkbox"/>	C4 Other Asian
<input type="checkbox"/>	A5 Irish	<b>Black or black British</b>	
<input type="checkbox"/>	A6 Other White British background	<input type="checkbox"/>	D1 Caribbean
<input type="checkbox"/>	A7 EU	<input type="checkbox"/>	D2 African
<input type="checkbox"/>	A8 EU (New Entry State)	<input type="checkbox"/>	D3 Another other Black background
<input type="checkbox"/>	A9 Non-EU	<b>Chinese or Other Ethnicity</b>	
<input type="checkbox"/>	A10 Gypsy/Traveller	<input type="checkbox"/>	E1 Chinese
<input type="checkbox"/>	A11 Any Other White Background	<input type="checkbox"/>	E2 Any other background

**Mixed**

<input type="checkbox"/>	B1 White & Caribbean
<input type="checkbox"/>	B2 White & Black African
<input type="checkbox"/>	B3 White & Asian
<input type="checkbox"/>	B4 Any other Mixed Background

**Disability**

Do you consider yourself to be a disabled person or do you have a long-term physical or mental health condition? Put a cross in the relevant box.

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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*NB. The information on this form is for monitoring purposes only. We follow the social model of disability which believes that it is the barriers created by society which disable people. If you require any additional support or equipment in relation to the recruitment process or that would enable you to carry out the volunteer role, please tell us on the application form or during the interview.*

**Gender Identity**

Is your gender identity the same as the gender you were assigned at birth? Put a cross in the relevant box.

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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**Religion or belief**

	No religion		Christian (including all denominations)
	Buddhist		Hindu
	Jewish		Muslim
	Sikh		Any other religion or belief.....

**How did you hear about this volunteering opportunity?**

Please give details below:

**Please Return this form to:**

Emma Manser, Volunteer Recruitment Administrator, Norfolk Citizens Advice, Millennium Library, The Forum, Millennium Plain, Norwich, NR2 1TF. Email: [v.recruitment@ncab.org.uk](mailto:v.recruitment@ncab.org.uk)