



# VOLUNTEER NOMINATION FORM

## Council Service

Port Stephens Council promotes the concept of volunteering in general and is actively involved in supporting and recognising volunteers.

Volunteers undertake approved work on Council land, facilities, services and events, such as sporting facilities, parks, reserves, halls, libraries, visitor information, environmental projects, choir and advisory roles.

Volunteers work under the supervision of Council staff responsible for the activity they are participating in, and must be registered. Becoming a Port Stephens Council Registered Volunteer involves a process of nomination, acceptance and induction training.

Please return this form to the Manager of the Council Service you wish to volunteer with.

Council staff to then forward Nomination Form to:  
**Volunteers Coordinator**  
 Port Stephens Council  
 PO Box 42, Raymond Terrace NSW 2324  
[volunteers@portstephens.nsw.gov.au](mailto:volunteers@portstephens.nsw.gov.au)  
 Phone 4980 0202 Fax 4983 1296

<b>Council Service or location:</b>	
<b>Volunteer Name:</b>	
<b>Address:</b>	
<b>Contact Details:</b>	<b>Phone:</b> _____ <b>Mobile No:</b> _____
	<b>Email:</b> _____
<b>Date of Birth:</b>	
<b>Experience/ Special Interests:</b>	

I agree to:

- abide by Council's Code of Conduct, Policies, Procedures and Directives from Council Officers and to act only within the scope of my delegations as a Council Volunteer.
- attend Port Stephens Council Volunteer Induction Training as soon as practical.

**Signature of Applicant:** .....

**Date:** .....

**PSC Responsible Officer Name:** .....

**Position:** .....

**Date:** .....

**Signature:** .....