



**WALSALL TENNIS CLUB**  
(formerly **BIRMINGHAM ROAD LAWN TENNIS CLUB**)

Club grounds at the rear of "Travelodge" Hotel, Birmingham Road, Walsall

[www.walsalltennis.co.uk](http://www.walsalltennis.co.uk)

*President: Mrs M.Sanders*



**Secretary:** Mr Rick Magnante, 12, Scott Road, Walsall, WS5 3PU.

Telephone: 01922 645130

## VOLUNTEER RECRUITMENT CHECK LIST

The following checklist can be used as a guide when recruiting new volunteers to the Club or an existing volunteer to a new role. The information you need to check may vary according to the role.

Volunteer Name:			
Role:			
Does the volunteer hold relevant and current qualifications for the role (if necessary)?	Yes	No	
Do they have the skills necessary to undertake the role?	Yes	No	
Do they have experience of working with the age group/level of player?	Yes	No	
Where was the previous experience gained?	<i>Please provide details below</i>		
Does the volunteer agree to undertake any required training courses?	Yes	No	
Do they hold adequate insurance cover (if necessary)?	Yes	No	
Do they understand and accept club policies and guidelines?	Yes	No	
Has the volunteer been CRB checked?	Yes	No	
Has the club seen a copy of the CRB Certificate?	Yes	No	
Has the volunteer signed a self-declaration form?	Yes	No	
Date:			
Signed on Behalf of The Club:			