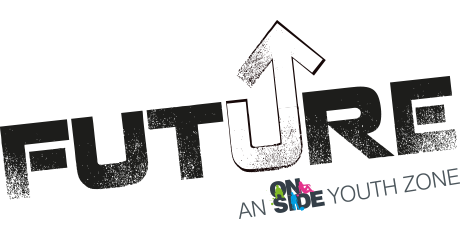
#### Onside LogoAPPLICATION FORM



*Role(s) applied for (for sessional roles you may select more than one if you feel you have the skills and experience and we welcome staff who can work across the Youth Zone)*

|  |  |  |  |
| --- | --- | --- | --- |
| Sports Youth Worker - Sports Hall and MUGA |  | Youth Worker – Training Kitchen and Cooking |  |
| Sports Youth Worker – Gym and Fitness |  | Youth Worker – Youth Club Worker, Recreational and activity worker |  |
| Sports Youth Worker – Boxing and Martial Arts |  | Arts Youth Worker – Visual Arts, Arts and Craft |  |
| Sports Youth Worker – Indoor Climbing Wall / Youth Climbing Instructor |  | Arts Youth Worker – Film, Media and/or Radio |  |
| Sports Youth Worker – Free running and/or trampolining and/or gymnastics |  | Arts Youth Worker – Performing Arts and/or drama |  |
| Youth Worker – Project worker, young women, young men, health and well being |  | Arts Youth Worker – Music, teaching and/or production and/or singing |  |

*Please complete this form electronically (start typing in the shaded area). If you are unable to complete electronically, please use black ink.*

## **PART A: PERSONAL INFORMATION**

|  |  |
| --- | --- |
| Position applied for |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Surname (block capitals) |  | Title: |  |
| Preferred first name |  | | |
| Names in full (block capitals) |  | | |
| Address (including postcode) |  | | |
| Phone (for us to contact you) |  | | |
| Email: |  | | |
| Are you eligible to work in the UK? |  | | |
| National Insurance number |  | | |

### **PART B: PERSONAL PROFILE**

Please summarise in no more than 120 words, why you believe you are suited to this position. (You will be able to expand on your experience, competencies and qualifications in Parts C, D and E.)

|  |
| --- |
|  |

### **PART C: EDUCATION & TRAINING**

Based on the Person Specification, please list education, training, any relevant professional qualifications and membership of professional organisations below.

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Subject | Awarding Body | Qualification/Grade |
|  |  |  |  |

*Please continue on an additional sheet if necessary (or extend table)*

#### PART D: EMPLOYMENT HISTORY

Starting with your current/most recent employment.

|  |  |  |  |
| --- | --- | --- | --- |
| Dates  Start & Finish | Employer  Name & Address | Job Title, Main Responsibilities  Major Achievements | Final Salary, Reason for Leaving |
|  |  | Job Title: | £ |

**PART E: INFORMATION TO SUPPORT YOUR APPLICATION**

Looking at the role profile, please explain how your skills, knowledge and experience meet the requirements of the job role. Additionally, please add any further relevant information to support your application. PLEASE LIMIT YOUR RESPONSE TO ONE PAGE.

|  |
| --- |
|  |

**PART H: AVAILABILITY**

*The Future is open for young people when schools are closed. You will work with a range of young people aged from age 8 to19 and up to aged 25 with a disability.*

*Please specify the session/age group of young people that you would be willing to work with, or that you feel you are most suited/comfortable with. You can select 1, 2 or all of the options given.*

|  |  |
| --- | --- |
| **Session** | **Please select** |
| Seniors- 13 – 19 Year olds/Yr8+, up to 25 with a disability |  |
| Juniors - 8 – 12 Year olds/Yr7 |  |
| Inclusion – Young People who identify as having a disability |  |

*Regular weekly sessions*

*How many Future Youth Zone regular weekly sessions would you like to work per week?*

|  |  |  |
| --- | --- | --- |
| *I would like to work a minimum of* |  | *sessions per week.* |
| *I would like to work a maximum of* |  | *sessions per week.* |

*From the sessions listed below, please indicate which sessions you will be available to work. You can tick as many sessions as you like and we will use your maximum/minimum session specification above to help us plan. You will not be asked to work more than the number of sessions you have specified above.*

|  |  |
| --- | --- |
| **Regular Weekly Sessions / Shifts** | **Available?** |
| Monday 3:45 – 9:15 PM - Seniors |  |
| Tuesday 3:45 – 9:15 PM - Seniors |  |
| Wednesday 3:45 – 8:15 PM - Juniors |  |
| Thursday 3:45 – 9:15 PM - Seniors |  |
| Friday 3:45 – 10:15 PM - Seniors |  |
| Saturday 9:45 AM – 2:15 PM – Juniors |  |
| Saturday 3:45 – 10:15 PM - Seniors |  |
| Sunday 9:45 AM – 2:15 PM – Inclusion |  |
| Sunday 2:45 PM – 7:15 PM – Juniors |  |

(we will shortly be advertising day time for holiday club staff – school holiday only)

#### PART G: REFERENCES

*Please give the names and addresses of two people whom we may contact for a reference. Please note that Future Youth Zone reserves the right to contact any of your former employers. References given should cover the last 5 years of your employment. The first of your references must be your present employer. If you are unemployed, this should be your last employer, or if this is your first job, your headteacher or college tutor. Personal references (e.g. from your GP or friends) are not acceptable*.

|  |  |  |
| --- | --- | --- |
|  | CURRENT EMPLOYER | SECOND REFERENCE |
| Name |  |  |
| Job title |  |  |
| Organisation |  |  |
| Address |  |  |
| Phone |  |  |
| Email |  |  |

|  |  |
| --- | --- |
| How do you know your second referee? |  |
| Can we take up your references before interview? |  |

#### PART H: GENERAL

|  |  |  |
| --- | --- | --- |
| REHABILITATION OF OFFENDERS ACT 1974  *Owing to the nature of the work, the youthwork profession is exempt from the previous provisions of the above Act. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are ‘spent’ under the provisions of the Act. Future Youth Zone has the facility to check for convictions.* | | |
| Have you at any time been convicted of a criminal offence? | |  |
| If ‘Yes’, please give details in strict confidence.  *If completing this form at a job fair, please ask for an envelop so that your application can be sealed.* |  | |
| How did you find out about this position? |  | |
| Do you hold a current full driving licence? |  | |
| How long have you held this licence? |  | |
| Please give details of current endorsements or driving convictions: |  | |
| If appointed, how soon could you join us? |  | |

###### **PART I: DECLARATION**

|  |  |  |  |
| --- | --- | --- | --- |
| I confirm the information given on this form is correct and complete. I acknowledge that misleading statements may be grounds for cancelling any agreements made. I understand that an Enhanced Disclosure will be sought in the event of a successful application. | | | |
| Signed: |  | Date: |  |

If you are sending this form electronically, you will be asked to sign it if you are invited for interview.

**Please return this form by email to Future Youth Zone, Business Operations Manager:**  [jane.vickers@futureyouthzone.org](mailto:%20jane.vickers@futureyouthzone.org%20%20%20)

For information regarding how OnSide youth Zones processes your data, please click here: https://www.onsideyouthzones.org/applicant-privacy