#### Onside Logo

#### YOUTH WORKER – COMPLIMENTARY EDUCATION

*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**

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| --- | --- |
| Position Applied For | Youth Worker – Complimentary Education |

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| --- | --- |
| Title and Last Name: |  |
| First Name: |  |
| Preferred Name (known as): |  |
| Address, including postcode: |  |
| Contact Telephone Number: |  |
| Email Address: |  |

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

Please summarise in no more than 120 words, why you believe you are suited to this position. (This is about you as a person and why you are, or believe you will be a good youth worker and what you will bring to the role. You will be able to expand on your experience, competencies and qualifications in Parts C, D and E.)

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

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

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| --- | --- | --- | --- |
| Date | Subject | Awarding Body | Qualification/Grade |
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#### PART D: EMPLOYMENT HISTORY

Starting with your **current/most recent** employment. Please ensure that you include ALL EMPLOYERS from the last 10 year of work and reference contact details for the last 5 years of work only. If you have not been employed in the last 5 years, you will be asked to provide alternative reference contacts in section G.

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| --- | --- | --- | --- |
| **Previous Employer 1** | | | |
| Start Date: |  | Leaving Date: |  |
| Job Title: |  | Company: |  |
| Responsibilities/ Short Job Description: |  | | |
| Final Salary: |  | Reason for Leaving: |  |
| **Reference Contact details** | | | |
| Reference Contact details: | Name: | Email: | Telephone: |

|  |  |  |  |
| --- | --- | --- | --- |
| **Previous Employer 2** | | | |
| Start Date: |  | Leaving Date: |  |
| Job Title: |  | Company: |  |
| Responsibilities/ Short Job Description |  | | |
| Final Salary: |  | Reason for Leaving: |  |
| **Reference Contact details** | | | |
| Reference Contact details: | Name: | Email: | Telephone: |

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| --- | --- | --- | --- |
| **Previous Employer 3** | | | |
| Start Date: |  | Leaving Date: |  |
| Job Title: |  | Company: |  |
| Responsibilities/ Short Job Description: |  | | |
| Final Salary: |  | Reason for Leaving: |  |
| **Reference Contact details** | | | |
| Reference Contact details: | Name: | Email: | Telephone: |

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| --- | --- | --- | --- |
| **Previous Employer 4** | | | |
| Start Date: |  | Leaving Date: |  |
| Job Title: |  | Company: |  |
| Responsibilities/ Short Job Description: |  | | |
| Final Salary: |  | Reason for Leaving: |  |
| **Reference Contact details** | | | |
| Reference Contact details\*: | Name: | Email: | Telephone: |

**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.**

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#### PART F: REFERENCES

You have already been asked to give reference details for your last job and previous job in section D. However, if you are currently unemployed, or if this application is for your first job, please provide references from your Work and Skills Broker, your headteacher or a college tutor below. Personal references (e.g. from your GP or friends) are not appropriate.

|  |  |  |
| --- | --- | --- |
| References | Reference 1 | Reference 2 |
| Contact name: |  |  |
| Job Title: |  |  |
| Organisation: |  |  |
| How do you know this contact: |  |  |
| Email address: |  |  |
| Telephone number: |  |  |

|  |  |
| --- | --- |
| Can we take up your references before interview? |  |

#### PART G: GENERAL

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| --- | --- |
| REHABILITATION OF OFFENDERS ACT 1974  *Owing to the nature of the work, the youth work profession is exempt from the previous provisions of the above Act. Therefore, applicants are not entitled to withhold information about convictions, including driving offences, 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.* |  |
| Do you hold a current full driving licence? |  |
| How long have you held this licence? |  |
| Do you have any driving convictions/endorsements? Please give details and dates. |  |
| If appointed, how soon could you join us? |  |

###### **PART H: DECLARATION**

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| --- | --- | --- | --- |
| 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: |  |

**Please return this form by email to:** recruitment@futureyouthzone.org

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