**THE MIX STOWMARKET - JOB APPLICATION FORM**

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| Please return this application form to:  [**recruitment@themixstowmarket.co.uk**](mailto:recruitment@themixstowmarket.co.uk) |

**About the job you are applying for:**

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| **Job Title: Youth Worker (Term-Time Only)** | **Closing date: 2nd December 2024, 9.00am** |

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| Where did you see the job advertised or hear about it? (Please **tick (ü) one** answer only, defining ‘word of mouth’ or ‘other’, as applicable) | | | | | | | |
| Social media |  | Website |  | Current employee **(please specify the name)** |  | Other **(please specify)** |  |

**Section 1 – Personal information**

Title:

First name(s)

Last name:

Preferred name:

Any former names used (in full):

Address:

Postcode:

Email address:

Contact telephone numbers:

Daytime:

Evening:

**Section 2 – Declarations**

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| **Entitlement to Work in the UK** | | | | |
| Are you currently eligible to work in the UK? (**please** **tick**) | Yes |  | No |  |
| If Yes, are there conditions attached (e.g. time limits)? (**please** **tick**) | Yes |  | No |  |
| If Yes, please give details below: |  |  |  |  |
|  | | | | |

To comply with the Immigration, Asylum & Nationality Act 2006 and additional amendments, and UK Border Agency (UKBA) requirements, all prospective employees will be asked to supply evidence of eligibility to work in the UK. We will ask to see and take a copy of an appropriate official document as set out in the UKBA guidelines. Do not send anything now, further information will be sent to you should you be invited to interview.

The Mix Stowmarket operates a policy of equal opportunities. Your current immigration status will not be taken into account when assessing your application against the selection criteria for the post.

**Commitment to Safeguarding:**

The Mix Stowmarket are committed to safeguarding and promoting the welfare of all children and young people. We believe that our children and young people deserve a safe, happy and healthy life and we expect all staff to share this commitment. The Mix Stowmarket has a full Safeguarding policy which staff and volunteers are familiarised with.

**Police and Criminal Record:**

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare any convictions, cautions, reprimands and final warnings that are not protected (i.e. that are not filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). An enhanced Disclosure & Barring Service (DBS) certificate with a check of the children’s barred list will also be required.

**Section 3 – Health**

Give information relating to any medical condition or disability which may require us to make a reasonable adjustment to the recruitment process in order to facilitate your application.

**Section 4 - Application**

Please use the section below to answer the specific questions set out. Each answer should be **no more than 300 words.**

The examples you give could come from paid or unpaid work or any other activities that you have undertaken that you feel are relevant to the job you are applying for.

If you are hand writing your form, please continue on a separate sheet if necessary (clearly marking your full name and the job for which you are applying on each separate sheet).

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| **Question 1: At the heart of our vision is the intrinsic belief that young people should be listened to, to ensure the support we provide is responding to their needs. The role, therefore, requires excellent experience of working with young people who have various support requirements. Tell us how you have worked in direct-delivery and/or facilitating roles to enable and empower young people. How did you ensure their wellbeing and development were prioritised, and what did you learn that will make you successful in this role?**  (300 words max.) |

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| **Question 2: This role includes managing stakeholder relationships. Please tell us about your experience with stakeholders (schools, families, partners etc…) What was your approach? What were the challenges and how did you overcome them?**  (300 words max.) |

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| **Question 3: The role requires good experience of working across different projects/areas of work. Describe a time where you have implemented or supported an idea/project activity from concept through to delivery (ideally relating to youth work). What was your role, approach/plan, what worked well, and how did you overcome any challenges to achieve the best outcomes for the young people?**  (300 words max.) |

Personal Interests / Hobbies (if relevant to post applied for):

**Section 5 – References**

Please give the names and contact details of at least two referees who have knowledge in a professional capacity. Friends and family members cannot be used for this. One of them must be your current / most recent employer or tutor. References should be provided by the organisation’s line manager/manager.

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| **Reference 1** | | | | **Reference 2** | | | |
| Name: | | | | Name: | | | |
| Organisation: | | | | Organisation: | | | |
| Address: | | | | Address: | | | |
| Postcode: | | | | Postcode: | | | |
| Email: | | | | Email: | | | |
| Tel no: | | | | Tel no: | | | |
| Employer **(please tick as appropriate)** | | |  | Employer **(please tick as appropriate)** | | |  |
| Education **(please tick as appropriate)** | | |  | Education **(please tick as appropriate)** | | |  |
| It is normal practice to take up references before interview. Please indicate whether you give your consent for references to be requested before interview, by **ticking the appropriate boxes below**. | | | | | | | |
| **Reference 1 (please tick as appropriate):** | | | | **Reference 2 (please tick as appropriate):** | | | |
| Yes |  | No |  | Yes |  | No |  |

**Section 6 - Declaration and Data Protection Statement**

I consent to The Mix Stowmarket Ltd. carrying out checks and using information provided from the checks and this application form when making a decision about my suitability to work with or be in regular contact with young people.

I understand that The Mix Stowmarket Ltd. will share any information they obtain about me with other organisations where the law requires them to, including where information raises concerns of a child protection nature.

I understand that it is an offence to make a statement which is false or misleading in an application for registration.

I give consent for The Mix Stowmarket Ltd. to carry out checks and use the information from the declaration and consent form and third-party information prescribed in regulations made under the Safeguarding Vulnerable Groups Act 2006, to make a decision about my suitability.

I consent to The Mix Stowmarket Ltd. carrying out on-line status checks using the DBS Service, as and when required and when applicable to a job role.

To the best of my knowledge, the information I have supplied on this form and any attachments is correct. I understand that giving false information or omitting relevant information could disqualify my application and, if I am appointed, could lead to an offer being withdrawn or my dismissal. I consent to the information I have provided being verified, which I understand will involve providing relevant documentation for checking and contacting referees / previous and/or current employers.

**Signed: Date:**

*Details of your application including your personal details will be stored in our archives and database for up to 6 months following completion of this recruitment process (longer for successful applicants).*