**There are 7 sections to this form.**

**Please complete them all and upload your completed form into the Application Portal. If possible, save this form as a PDF first – that way, you can be sure it looks the same to us as it does to you.**

**We don’t ask for your name or contact details in this form, as you have already provided these within the Application Portal. Keeping this information separate helps us review and compare applications as fairly as possible**.

|  |
| --- |
| **Section 1: Positive Action (optional)** |
| Applicants with lived experience of the criminal justice system will be invited for interview, if we assess that their application meets the minimum criteria. Does this apply to you?  | Yes / No |
| Applicants who identify as D/deaf and/or disabled will be invited for interview, if we assess that their application meets the minimum criteria. Does this apply to you? | Yes / No |

**Continued…**

**Section 2: How you share our values, passions and beliefs**

Our Recruitment Pack section ‘What sort of people work for us?’ lays out the core values, passions and beliefs which drive our work and are shared by the women who work for us.

**Values:** compassion, collaboration, creativity, courage, change, equity & fairness

**Passions:** social and racial justice and improving the lives of women affected by the criminal justice system

**Belief:** the power of theatre to transform lives

Please give us 2-3 examples of the importance of these to you. You do not need to cover all of them. Use the box on the next page and use no more than half a page of A4

|  |
| --- |
| (Max half a side of A4) |

**Section 3: How you meet the Person Specification**

Please explain how your skills, knowledge and experience meet the points marked [A] in the Person Specification, with a clear example to demonstrate each of your points. Use the box below and use no more than 2 sides of A4.

|  |
| --- |
| (Max 2 sides of A4) |

**Section 4: Your work and volunteering history**

In the blank space below, please give details of your work, work experience, work placements and volunteering history. For each role, include the role title, the name of the organisation, the time period that you held this role, your main responsibilities and reason for leaving.

The format and length of this section is up to you. You can copy and paste this information directly from your CV if you like.

**Section 5: Your Qualifications & Vocational Training**

In the blank space below, please give details of qualifications / part-qualifications and training you’ve completed. Include the name of the qualification or course, the name of the organisation you trained with, the relevant dates, and level/grades achieved if applicable.

For school /sixth form college certificates, just tell us about the highest level you achieved and you can summarise your results.

The format and length of this section is up to you. You can copy and paste this section directly from your CV if you like.

|  |
| --- |
| **Section 6: Your availability** |
| The recruitment pack tells you when we are planning to hold interviews. If invited to interview, are there any days or times during the interview period that you would not be available? |  |
| If you were offered the role, when you be able to start work? |  |

|  |
| --- |
| **Section 7: Referees**Please give details of two people who can give you a professional reference. At least one of these should be your current or most recent employer / supervisor. Referees will only be contacted if a conditional offer has been made to you, and only when you tell us it’s ok to do so.  |
|  | **First referee** | **Second referee** |
| Name & Job Title |  |  |
| Working relationship to you *(eg. your Manager)* |  |  |
| Organisation  |  |  |
| Email |  |  |
| Phone |  |  |

**Please check that you have not revealed your name or contact details within this form before you upload it.**

**Thank you very much for taking the time to apply.**