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| East Dunbartonshire Women’s Aid – Employment Application FormPosition applied for: Children and Young People’s Outreach Worker (Job-Share) |
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| **First Name(s):****Surname:** |
| **Address:** |
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| **Post code:** |
| **Contact email address:**  |
| **Contact telephone number:** |
| **PVG registration number (if known):** |
| **What is your current notice period?** |
| **Where did you learn about this vacancy?** |

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# Academic & Professional Qualifications

Please give brief details of any academic and professional qualifications which you consider relevant to the application.

**Employment** **(current or most recent)**

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| --- | --- |
| Name & Address of Employer  |  |
| Job Title |  |
| Date of Appointment |  |
| Date of Leaving |  |
| Reason for leaving or wanting to leave |  |
| Brief outline of duties, responsibilities and key achievements |  |

**Previous Employment (insert additional rows if necessary)**

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| --- | --- | --- |
| **Name & Address of Employer**  | **Dates of Employment**  | **Please give us a brief overview of your duties & reason for leaving** |
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**1.** **How do you think children & young people are affected by domestic abuse? What indicators might cause you to consider that a child or young person could be in this situation?**

**2. Please give an example of your practice, where domestic abuse has been a key feature and tell us how you supported the child or young person in that situation.**

**3. Please give examples of direct work that you have done involving vulnerable children & young people.**

**4. Please give details of any experience you have in multi-agency and partnership working.**

**5**. **What is your opinion of the feminist analysis of domestic abuse?**

**Please also tell us about any involvement you have had in collective working or women-only organisations.**

**6. What is your understanding of the GIRFEC outcome indicators and how these relate to child protection?**

**7. What do you see as the importance of assessing and monitoring outcomes for children and young people and how would you achieve this?**

**8. As this is a funded project, it requires in-depth monitoring and evaluation. Tell us what previous experience you have of writing monitoring reports and how you would evidence that you have met the project’s aims and objectives.**

**9. Please use this space to provide a personal statement in support of your application. It would be helpful to know what attracted you to the post, what skills you can offer, why you want to work for EDWA etc.**

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#### Canvassing

Canvassing Trustees or staff of East Dunbartonshire Women’s Aid, directly or indirectly, in connection with the recruitment or selection process will disqualify the applicant.

# Referees:

Please give details of two people who have agreed to act as referees, one of whom should be your current or most recent employer.

Please state if it is acceptable for referees to be contacted prior to interview.

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| --- | --- |
| **Name:**  | **Name:**  |
| **Company:** | **Company:** |
| **Address:**  | **Address:**  |
| **Email address:** | **Email address:** |
| **Telephone:** | **Telephone:** |
| **Relationship to you:**  | **Relationship to you:**  |
| **Contact: Yes/No**  | **Contact: Yes/No**  |

**Applicants with disabilities:**

If you have a disability, do you have any requirements to enable you to attend and participate at interview should you be selected?

Yes / No

If yes, please specify:

East Dunbartonshire Women’s Aid will interview all applicants with a disability who meet the essential requirements for a job vacancy.

**Right to Work in the UK:**

Are there any restrictions to your residence in the UK which might affect your right to take up employment in the UK?

Yes / No

If yes, please provide details:

If you are successful in your application, will you require a work permit to take up employment in the UK?

Yes / No

**Data Protection Statement:**

We have a legitimate interest in processing the personal data on your application form in order to manage our recruitment process. By signing this application form you are giving your consent to the processing of any sensitive personal data on your application form by us.

We will securely destroy your personal data no later than six months after the end of the recruitment process unless we have reason to seek, and you have given, your consent to holding it for longer.

The information that you provide on this form, and that obtained from other relevant sources, will be used to process your application for employment.

The personal information that you give us will also be used in a confidential manner to help us monitor our recruitment process. If you succeed in your application and take up employment with us, the information will be used in the administration of your employment with us and to provide you with information about us or a third party via your payslip. We may also use the information if there is a complaint or legal challenge relevant to this recruitment process.

We may check the information collected on this form with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other ways as permitted by law.

By signing the application form you agree to the processing of sensitive personal data, (as described above), in accordance with our registration as a Data Controller with the Information Commissioner’s Office.

**Declaration:**

I declare that, to the best of my knowledge and belief, the information given herein is correct and complete. I understand that East Dunbartonshire Women’s Aid reserves the right to withdraw any offer of employment or to terminate employment already commenced if the information provided to them is inaccurate or misleading in any way. Any job offer is conditional upon receipt of satisfactory references, medical report and disclosure check.

**Signed:**

**Date:**