**Equal Opportunities Monitoring Form**

We monitor our recruitment process to make sure that we include people from all sections of our society.

The information that you provide on this form will not be shared with the recruitment panel. It will be transferred to a spreadsheet along with information from all of our other recruitment exercises. No personal details will be transferred.

Relationships Scotland recognises that every person is unique. Therefore we invite you to describe yourself in your own words.

**Age**

Eg: 42, 30-39

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**Gender and orientation**

Eg: heterosexual male, gay female

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**Ethnicity, Heritage, Nationality**

Eg: white British, British Asian, mixed Nigerian and British

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**Disability and long term health conditions**

Eg: living with partial hearing loss, epilepsy, neurodivergent

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**Request for Reasonable Adjustments Form**

Relationships Scotland is happy to make fair and appropriate reasonable adjustments for applicants who need additional support.

If you provide any information on this sheet, it will be shared with the recruitment panel so that they can support you in the process. Therefore, we ask you to provide your name and preferred contact details. We will contact you to confirm or discuss your request in more detail. Alternatively, you can contact us to discuss your requirements at [???@relationships-scotland.org.uk](mailto:???@relationships-scotland.org.uk) or 0345 119 2020.

**At written application stage**

We can ask the panel to take note of an issue that might affect the quality of your writing, eg: English is not my first language, dyslexia

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**At interview stage**

It is not necessary for you to disclose details about a disability or long term health condition here. However, it would be helpful if you could make us aware of any support that you would need to participate in an interview, eg: extra time to process and answer questions, hearing loop

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**Contact Details**

Only required if you would like to request a fair and appropriate reasonable adjustment.

Name

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Preferred contact details – email or phone

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