**Leeds Tidal Work & Economy Just Transition Organiser**

**Application Form**

Please complete all sections of the application form. Additional information that supports your application may be attached, though is by no means necessary.

If you have any questions about the application form, person specification or role, please contact [**info@leedstidal.org**](mailto:info@leedstidal.org)and we will endeavour to reply as soon as possible. Feel free to leave your number in the email if you’d prefer to speak on the phone.

Please return the application form to **info**[**@leedstidal.org**](mailto:yosola.olajoye@leedstidal.org). The closing date for the return of applications is **midnight on Sunday 4th September,** withinterviews taking place on the week commencing of the 3rd October, date to be confirmed at the point of invitation.

| **1. Personal Details**  All data provided to us in your application will be stored securely in compliance with data protection law. Please see our [privacy notice](https://leedstidal.org/privacy-policy/) for more details. | |
| --- | --- |
| **Title:** |  |
| **First name:** |  |
| **Surname:** |  |
| **Preferred pronouns:** |  |
| **Mobile number:** |  |
| **Email address:** |  |
| **National Insurance Number:** |  |
| **Address:** |  |
| **Postcode:** |  |

| **2. Previous Experience**  Please provide **headlines** about any relevant previous employment and voluntary work in a paid or unpaid context. Please add rows to the table if necessary. | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Employer** (name and address) | **Your role** | **Date started (mm/yy)** | **Date finished (mm/yy)** | **Full time or part time** | **Reason for leaving** |
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| **3. Education, Qualifications and Training**  Applicants should list all qualifications, subjects taken, and training, starting with the most recent. Please list any qualifications you are currently working towards. Please add rows to the table if necessary. | | | |
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| **Qualification or Training Attended** | **Date Awarded** | **Educational Establishment** | **Grades if given** |
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| **TRAINING** | | | |
| **Extra credit coaching course and event planning** | | | |

| **4. Person Specification**  Keeping to a word limit of 750 words, please use the space below to show that you have the experience, skills, knowledge and personal attributes listed in the **Person Specification** section of the Job Description.  We welcome bullet point lists, giving specific examples of how you meet any of the criteria. We do not expect anyone to meet every single criterion. Please continue onto multiple pages if necessary. |
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| **6. Referees**  Please provide the contact details of two referees, one of whom should be your current or most recent employer or line manager. If you have no, or limited previous employment, please provide referees from your school, college or training scheme or from any voluntary/temporary work. Referees will only be contacted if you are offered the job. | | | |
| --- | --- | --- | --- |
| **Title** |  | **Title** |  |
| **Name** |  | **Name** |  |
| **Position** |  | **Position** |  |
| **Contact number** |  | **Contact number** |  |
| **Email** |  | **Email** |  |
| **Address** |  | **Address** |  |
| **Postcode** |  | **Postcode** |  |
| **Relationship to referee** |  | **Relationship to referee** |  |

| **7. Declaration**  I confirm that the information provided above, and in any attachments and supplementary information, is correct and understand that any false statement could result in my application or appointment being terminated. | |
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| **Signature of applicant:** |  |
| **Date:** |  |

| **8. Accessibility and Equal Opportunities Monitoring**  Leeds Tidal strives to apply best practice accessibility and equal opportunities principles both in our recruitment and in our work. We oppose all forms of unlawful or lawful discrimination on the grounds of colour, race, nationality, ethnic or national origin, gender, sexuality, marital status, religion, age or disability.  The successful candidate will be selected purely on the basis of how well they fit the person specification, as judged by their application materials and their interview performance.  We would particularly like to encourage applications from trans, non-binary, People of Colour / Black or Brown people, disabled people, and people of migrant backgrounds who are currently underrepresented in the project. Where two or more candidates are judged to be of equal merit, priority may be given to a candidate less well represented in our organisation.  The following information will be used to monitor compliance with our Equality, Diversity and Inclusion policy. Information provided will not be used for any other purpose. This section of the form will be separated from the application before short-listing and kept confidential by Leeds Tidal only for the duration of the recruitment process unless hired.  **Please only answer questions that you feel comfortable answering.** | |
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| **Please indicate how you heard about this vacancy:** |  |
| **Let us know if you have any accessibility requests you’d like us to make in the interview process in view of a disability or health issue:** |  |
| **Date of Birth:** |  |
| **Ethnicity:** |  |
| **Gender:** |  |
| **Sexuality:** |  |
| **Disabilities or long term health conditions:** |  |