

Mind in Camden

# Application Form

# Confidential

Please complete this form clearly in type or black ink and return to:

Mind in Camden Recruitment, Barnes House, 9-15 Camden Road, London NW1 9LQ or by email to [recruitment@mindincamden.org.uk](mailto:recruitment@mindincamden.org.uk)

If the form is not legible, it will not be considered.

If you would like an email acknowledgement of receipt of your application please tick here

Application for the post of:

*Please tick any which apply:*

Cultural Advocacy Manager

Cultural Advocacy Hospital Link Worker

Cultural Advocacy Development Worker

## Closing Date**:** **Monday 25th September 2017 at 9.00 am**

Interview Dates:

Round 1

Hospital Link Worker: Friday 29th September

Manager: Tuesday 3rd October:

Development Worker: Wednesday 4th October

Please note: If you are shortlisted for more than one post you will only be required to attend

one of the above dates for the first round.

Round 2

Hospital Link Worker: Friday 6th October

Manager: Monday 9th October

Development Worker: Thursday 12th October

Personal details (please use capital letters)

|  |  |
| --- | --- |
| First Name |  |
| Surname |  |
| Address & Postcode |  |
| email |  |
| May we contact you via your email address? |  |
| Telephone numbers (home/mobile/work – ideally more than one) |  |
| When may we contact you by phone e.g. day/evening/anytime? |  |

employment HISTORY

#### Please give details of your current or most recent employment.

|  |  |  |
| --- | --- | --- |
| Name and address of employer: | Type of business: | |
| Your job title: | | |
| Your main duties and responsibilities: | | |
| Basic salary p.a: | | |
| Dates of employment: | | Notice period required: |

#### Please give details of previous employment beginning with the most recent.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| your Job Title | Name and address of employer | Main duties | Dates employed | Reason for leaving |
|  |  |  |  |  |
|  | | | | |

TRAINING and Qualifications

Please give details of relevant training and qualifications obtained.

|  |  |
| --- | --- |
| Title of training programme/course  and brief description | Certificates/qualifications gained |
|  |  |

##### Professional Association Membership

|  |  |  |
| --- | --- | --- |
| Name of professional association | Year of membership | Grade/level |
|  |  |  |

**Personal statement**

Please answer the questions below and confine your answers to the word limits. CVs will not be considered.

|  |
| --- |
| Please could you describe what interests you in this project and some of the relevant skills and experience you will bring - *no more than 500 words* |
| Please describe your understanding of coproduction and mental health recovery, using examples from your own work – *no more than 500 words* |
| What is your understanding of equal opportunities and in particular how this applies to people from different cultures accessing mental health services - *no more than 500 words* |
| Is there anything else you would like to add in support of your application?- *no more than 500 words*  *(please note: the other elements of the person specification will be tested during the interview process; however you can use this space to tell us about anything else that is relevant to this role)* |

**REFERENCES**

Please provide details of two referees. One referee must be your current (or most recent) employer and the other a previous employer. We would like your references to cover the last three years of employment.

If you have not been in paid employment, your referee may be the head of an educational or training establishment and/or the manager of a voluntary group for which you have worked. Please do not use friends or relatives.

Referees will not be contacted unless you are offered a position at Mind in Camden.

|  |  |  |
| --- | --- | --- |
|  | First Referee | Second Referee |
| Name |  |  |
| Capacity in which they know you |  |  |
| Job Title |  |  |
| Organisation |  |  |
| Address |  |  |
| Telephone |  |  |
| Email |  |  |

**Relatives**

Are you related to, or have friendships with, any of the trustees, management committee observers or staff employed by Mind in Camden? Yes/No *(please delete as appropriate)*

If yes, please state their name and your relationship with them:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**eligibility to work**

|  |
| --- |
| Do you require a UK work permit  If yes, please give details: |

**CRIMINAL RECORD CHECK**

|  |
| --- |
| *Our work is with vulnerable adults and we are required to undertake a criminal record check for all posts. This will only be done if you are offered the post.*  Have you had any criminal convictions?  Have you had any convictions for abuse, or been the subject of any abuse enquiry or investigation? |

**Declaration**

I certify that, to the best of my knowledge, the information I have provided on this form is true and accurate. I understand that if the information I have supplied is false or misleading in any way, it will automatically disqualify me from appointment or render me liable to dismissal without notice.

**Signed: Date:**