

# **MALE OUTREACH WORKER APPLICATION FORM**

Once completed email to [info@familyfriends.uk.com](mailto:info@familyfriends.uk.com)

The information called for on the form below will help us to assess your suitability for the position. If there are any questions that you consider are not relevant to your application or that you would prefer not to answer in writing, you are under no obligation to do so.

Please complete this application form on a computer and email it to us by **Monday 30 September 2019, 5pm at info@familyfriends.uk.com**. However, if you are invited in for interview, please ensure that you bring a signed hard copy with you. First interviews take place Thursday 3rd October and Friday 4th October 2019.

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| --- | --- |
| *Office use only:* |  |
| *Date* | *Notes* |
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| **Personal details** | |
| Title |  |
| First name |  |
| Surname |  |
| Home address |  |
| Home telephone |  |
| Mobile |  |
| Email |  |
| Date of Birth |  |

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| --- | --- | --- |
| **Are you a parent?** | | |
| Yes ☐ | No ☐ | |
| If yes, how many children do you have and what are their ages | | |
|  | Gender | Age |
| Child 1 |  |  |
| Child 2 |  |  |
| Child 3 |  |  |
| Child 4 |  |  |
| Child 5 |  |  |
| Child 6 |  |  |
|  |  | |
| If you are not a parent, please can you tell us about your experience with children, (this can be in a work capacity, as a volunteer or with family and friends): | | |

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| **Further details** | | | | | |
| How did you find out about Family Friends? | | | | | |
| Please give details of any relevant courses or qualifications you have undertaken (please note that previous experience is NOT an essential requirement): | | | | | |
| **Course** | | **Date Completed** | | **Result** | |
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| **Employment history** | | | | | |
| Please give details of your employment and voluntary history for the last five years. (Please explain any gaps from employment). If your employment / voluntary history covers a period of less than five years, please explain what you were doing e.g. unemployment / raising a family / full time education. (please note that previous experience is NOT an essential requirement). If you have worked with children or young people in the last 10 years, please give details. | | | | | |
| **Name, address and**  **type of business** | **Dates of employment**  **from - to** | | **Job title**  **and**  **main duties** | | **Reason for leaving** |
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| **Criminal convictions** | |
| Criminal Convictions:  Due to the nature of our work, Family Friends is unable to take on applicants who have a conviction less than 10 years old, custodial or non custodial. Driving offences may be exempt from this.  The volunteer role you are applying for is exempt from the provisions of the Rehabilitation of Offenders Act, 1974. When answering the following questions you must therefore disclose any cautions and criminal convictions, even those considered “spent” for other purposes. All information supplied will be treated in the strictest confidence and will be used for this volunteer application only.  Have you ever been convicted of an offence or received a caution in any criminal proceedings in any country? *For motoring offences, please answer yes only if it resulted in a disqualification.* | |
| Yes ☐ | No ☐ |
| Please put dates and details: | |

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| **Why are you the best person for this job** |
| Please describe below your reasons for applying for this vacancy and what you believe you will be able to offer to the job/organisation (800 words max). |

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| **Referees** | |
| Please give names, addresses and telephone numbers of the following**:**   1. **one professional referee** from your direct line manager/supervisor at your current employer or if you are not currently employed, from your most recent employer. If your current employer will only provide employment dates, please also give a personal referee who is a member of a professional body e.g. teacher, J.P. accountant, surveyor, lawyer etc. and is not a family member. 2. **one personal referee** (e.g. a friend; NOT a family member).   It is important that your professional referee has known you for **at least six months** and your personal referees for **at least two years.** We will write to all your referees after you’ve been offered and accepted the role. | |
| **Referee One – professional:** | |
| Name |  |
| Company |  |
| Position in company |  |
| Company Address |  |
| Work Email |  |
| Contact telephone number |  |
| **Referee Two – personal:** | |
| Name |  |
| Address |  |
| Email |  |
| Contact telephone number |  |

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| **Declaration** | |
| Appendix 1DECLARATION REGARDING CONTACT WITH CHILDRENIn strict confidence **I hereby declare that I have not:**   1. **Had a child removed from my care or been disqualified from keeping children;** 2. **Been subject to an order or been convicted of an offence concerning a child;** 3. **Had a child put into care with parental rights and powers invested in a Local Authority;** 4. **Been refused registration as a childminder, day nursery or play group or had such a registration cancelled;** 5. **Had an application to become a foster parent or adopter refused or cancelled.** 6. **Been barred from working with children or vulnerable people.**   **I certify that the above statements are true.** | |
| **Signature** |  |
| **Name (please print)** |  |
| **Date** |  |

**Thank you for completing this form**