

# Young Hammersmith & Fulham Foundation

Wednesday 25<sup>th</sup> January 2017

Ref: Young H & F Foundation CEO

Dear Applicant

Sobus wrote the Youth Partnership Report, is a trustee on the Young Hammersmith and Fulham Foundations and is supporting the recruitment of the first member of staff for the Young Hammersmith and Fulham Foundation. The successful candidate will be employed by the Young Hammersmith and Fulham Foundation and based with the Play Association Hammersmith & Fulham.

Thank you for your interest in this post. Please find enclosed the following documents for use in your application:

- ❖ Job Description and Person Specification for the post
- ❖ An Application Form
- ❖ Equality & Diversity Monitoring Form
- ❖ Youth Partnership Report

**The closing date for the completed applications is Tuesday 14<sup>th</sup> February 2017 at 12noon.** Applications received after 12noon may not be considered.

**Your application form must be completed and submitted by email and you will only need to sign the form if your application is successful and you are invited for interview.**

Please read the enclosed information carefully and complete your application using all the guidance provided. When describing your suitability for this post, you need to demonstrate how you meet each of the criteria in the person specification using examples. Simple statements saying that you have had experience will not be considered proof of your ability.

Yours Sincerely

Ian Lawry

Sobus CEO