A blue and orange logo

Description automatically generated

Application form: Programme Manager for the Brent MyEnds Violence Reduction Programme (SUH/09)

Please complete this form electronically, expanding each section in order to fit in your response.

|  |  |
| --- | --- |
| **First Name** | **Surname** |
| Address for correspondence:  Postcode:  Phone number:  Email: | |
| **Are you eligible to work in the UK?** Yes / No | |
| **Current employment** (employer, job title and summary of responsibilities)  Current salary: | |
| **Previous employment** (employer, job title and summary of responsibilities) | |
| **Qualifications relevant to the role** | |
| **References**  Please provide details of two referees who can comment on your ability to do the job, one of whom shouldbe your current or most recent employer. | |
| **Referee 1** | **Referee 2** |
| **Name:** | **Name:** |
| **Job title:** | **Job title:** |
| **Organisation:** | **Organisation:** |
| **Address:** | **Address:** |
| **Telephone number:** | **Telephone number:** |
| **Email:** | **Email:** |
| Can we approach prior to making a job offer?  Yes / No | Can we approach prior to making a job offer?  Yes / No |
| Why are you applying for the programme manager role of a placed-based violence reduction programme? | |
| What skills do you have that are required to manage a project involving multiple stakeholders with both shared and individual objectives? | |
| Are there any areas of competence you would like to develop while working for Step Up Hub? | |
| **Skill, abilities, and experience**  Please use this section to demonstrate:   * how you meet the requirements set out in the person specification * how your abilities and experience enable you to deliver the key accountabilities of the post * why you think you would be suitable for the post.   Please include all relevant information, whether obtained through formal employment, study or voluntary activities.  Please give examples and case studies.  Please attach and label any additional sheets used. | |
| **Particular Arrangements**  Please could you let us know if you require any particular arrangements (for example due to a disability, health problem, your religion or belief) to be made in order for you to attend the interview.  If you would like to discuss your needs in more detail, please contact [sham@stepuphub.org](mailto:sham@stepuphub.org) | |

Please email your application and equal opportunities monitoring form to [sham@stepuphub.org](mailto:sham@stepuphub.org)

Closing date: 1pm Wednesday 9 October 2024.

Interviews will be held on Monday 14 October 2024.

Equal Opportunities Monitoring Form

## Strictly Confidential

Step Up Hub is committed to equality of opportunity and seeks to promote diversity. As part of this commitment, we monitor all job applications to ensure that we are attracting and selecting applications from all sections of the community. It is for this reason that we would like you to complete this form. The information collected will help us to evaluate our effectiveness as an equal opportunities employer and will only be used for that purpose.

This form will be detached and kept separately from your job application and will be anonymous. The recruitment panel will not see it at any stage during the shortlisting or interviewing process and the form is NOT part of the selection process. Please tick or complete as appropriate as far as you are willing.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| How would you describe your gender? | Male | Female | Non-Binary | Prefer not to say |
| Do you consider that you have a disability? | Yes | No | | Prefer not to say |
| How would you describe your ethnic origin? |  | | | Prefer not to say |
| How would you describe your religion? |  | | | Prefer not to say |
| How would you describe your sexual orientation? |  | | | Prefer not to say |
| Are there any other ways you would wish to describe yourself, not listed on this form? If so, please describe. |  | | | |