**Theatre Troupe Volunteer Coordinator   
Application Form**

**Please complete this form and return it to us with your cover letter.**Theatre Troupe follows **Safer Recruitment** guidelines due to the nature of our work with children and young people.   
This means that we need to ask you for the information requested in the form below, rather than requesting CVs.  
Please get in touch with us at emily@theatretroupe if you have any questions.

*Please expand boxes as necessary*

| **Name and surname** |  |
| --- | --- |
| **Address** |  |
| **Phone number** |  |
| **Email Address** |  |

**Education & Qualifications**

| **Institution and Awarding Body** | **Name and level of course** | **Grade (if applicable) and date awarded** | **Year Awarded** |
| --- | --- | --- | --- |
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**Employment and volunteering history**

| **Employer** | **Dates of Employment** | **Job title and brief description of duties** | **Reason for leaving** |
| --- | --- | --- | --- |
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**References**

Please provide contact details for two references, one of which should be your current or most recent employer. We will only contact references should you provisionally be offered the role .

| Name: | Name: |
| --- | --- |
| Organisation (if applicable): | Organisation (if applicable): |
| Relationship to you: | Relationship to you: |
| Email address: | Email address: |
| Phone number: | Phone number: |

Do you have any criminal convictions, not including those considered ‘spent’ under The Rehabilitation of Offenders Act 1974? **YES / NO**

Do you currently have the right to work in the UK? **YES/NO**

Which days and times are you available for interview:

| Thursday 9th October: 𜲐 | Times: |
| --- | --- |
| Friday 10th October 𜲐 | Times: |

**Protected Characteristics**

It is important to Theatre Troupe that the diversity of our staff and volunteers represents the diversity of the young people and families we work with. This is crucial in providing role models with similar lived experience as our participants. In light of this, and due to the fact these people are currently under-represented in existing personnel, we will be offering an automatic interview to anyone who meets the **essential criteria** on the Person Specification and who identifies as having the following Protected Characteristics (under the Equality Act 2010):

* Being from a global majority background/a person of colour
* Having a disability

If you identify as having these Protected Characteristics, It is entirely your choice whether or not you chose to be considered for an automatic interview if you meet the essential criteria. Should you wish to be considered for an automatic interview, please check the box below. This information will be treated in the strictest confidence and for shortlisting processes only:

▢ *I identify as having one or more of the above Protected Characteristics, and would like to be considered for automatic interview should I meet the essential criteria on the Person Specification*

**Declaration**

I confirm that all the information provided in this application form, together with any other information that I may provide as part of my application, is true and accurate to the best of my knowledge and belief. I understand and agree that any information I provide may be verified through personal or written contact in whatever manner is considered appropriate by Theatre Troupe and that any false or misleading statement may be sufficient cause for rejection of my application or, if already appointed, dismissal.

**Signature**(electronic signature accepted): Yana Valcheva

**Where did you hear about this opportunity?**

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