

FYT is a company limited by guarantee.  
Company no. 3264908. Charity no. 1059328.  
Scottish Charity no. SC043239.

# Application for Employment

Frontier Youth Trust is a home for pioneer youth work. We are a prophetic movement on the margins, calling and working for shalom in and through the lives of young people.

We want more, better youth work for young people everywhere, especially young people at risk, so we provide direct training and coaching, create opportunities for sharing ideas and highlight inspiring practice. We know that working on the margins can be isolating and workers can quickly feel unsupported, so we offer a home for pioneer workers to belong, to be resourced, renewed and sustained. Together, we are a growing movement of people who are advocating for positive change, speaking up for young people, challenging injustice and building church on the margins.

Please read the job description and person specification carefully BEFORE completing this form. Please complete all sections and follow the instructions. Separate sheets may be attached if there is insufficient space on the form. Forms should be typed and returned in PDF format by the specified closing date to [recruiting@fyt.org.uk](mailto:recruiting@fyt.org.uk).

FYT is working towards equal opportunities in employment. We aim to ensure that no applicant or employee receives less favourable treatment on the ground of race, colour, nationality, ethnic or national origin, sex, age or disability.

<b>Position applied for:</b>	
<b>Closing Date:</b>	
<b>How did you hear of the post?</b>	

## PERSONAL INFORMATION

<b>Surname:</b>		<b>Title:</b>	
<b>First Names:</b>			
<b>Name by which you are known (if different):</b>			
<b>Email Address:</b>			
<b>Phone Numbers:</b>			

Your Address:			
Post Code:		Phone Numbers:	
Do you have a full and current driving licence valid in the UK?		<b>Yes/No</b>	
Are you eligible to live and work in the UK? <i>(You will be required to provide proof of your eligibility. For persons who are not British or EU Nationals – If you have any conditions related to your employment please give full details below.)</i>			<b>Yes/No</b>
If we were to invite you for interview, please describe any additional needs that you need us to cater for?			
Please list any dates you are not available for interview:			
If appointed, when could you start with FYT?			
If this post is available for job sharing, are you interested in working on that basis?			<b>Yes / No</b>
If yes, what work patterns would suit you			

## REFERENCES

Please give details for **three** referees, one of which should be your present (or most recent) employer or your current educational establishment. Referee should not be relatives. These people will be asked to comment on your employability, your suitability for the post for which you are applying and your suitability to work with young people.

Please indicate the earliest stage that we may apply for a reference. We will not make an appointment until references have been received and we reserve the right to contact any of your previous employers for a reference.

Referee 1		Referee 2
Name		
Position/ Organisation		
Address		
Tel. numbers		
Email address		
Relationship to you		
How long have they known you?		
When may we take reference?		
Referee 3		
Name		
Position/ Organisation		
Address		
Tel. numbers		
Email address		
Relationship to you		
How long have they known you?		
When may we take reference?		

Office use: These pages to be detached before shortlisting

## EDUCATION AND QUALIFICATIONS

### Current qualifications

Please give details of all your education and qualifications obtained to date

Dates (mm/yyyy)		Name and address of place of study	Subject	Qualification(s) obtained, Name of awarding body & Grade/Level
From	To			

Add more rows if necessary

### Qualifications to be obtained

Please give details of qualifications for which you are now awaiting results or are currently studying, including the expected date of completion.

Date expected	Name and address of place of study	Qualification and expected Grade/Level

### Short Course and In-Service Training

Please give details of any relevant short courses and/or in service training you have attended in the past 5 years. This might include Safeguarding, First Aid, Food Hygiene, Drugs awareness, etc.

Date	Name and address of training provider	Course title

## **PROFESSIONAL ASSOCIATION MEMBERSHIP**

Please give details of any professional bodies you are a member of.

Name of Professional Association	Year/Length of membership	Grade/level

## **EMPLOYMENT HISTORY**

### **Present or most recent employment**

Name and address of employer:	
Job Title:	
Dates from and to:	Period of notice required:
Reason for leaving:	
Brief description of duties:	

**Previous employment (in chronological order)**

Starting with the most recent and going back to your time of education, please detail previous employment. Safer Recruitment guidance requires us to explore any gaps in your employment history, so please be as thorough as possible and include any information about periods of unemployment, gap years, voluntary work, extended sickness, etc.

Name & Address of Employer	Position & brief description of duties	Dates (mm/yyyy)		Reason for leaving
		From	To	

Add additional rows if necessary

## **SELECTION CRITERIA**

Please give information about how you meet the selection criteria listed in the person specification and job description. Please provide detail which illustrate your suitability for this post. You may give examples from experience gained outside of paid employment. The majority of shortlisting is based on this section so please address the criteria as clearly as possible.

## PERSONAL DECLARATION

Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI 2013 1198.

This means you are therefore **not** entitled to withhold information about convictions which for other purposes are "spent" under provisions of the Act. In the event of employment, failure to disclose such convictions could lead to disciplinary action being taken. Any information given will be treated in the strictest confidence and used solely in relation to this application.

Please be aware that for positions involving substantial access to children and young people we will be required to obtain a Disclosure and Barring Service Enhanced Disclosure (formally known as a CRB or Police Check).

Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI 2013 1198?	Yes/No
If yes please give details including the nature of the offence(s) and the dates. Please give details of the court(s) where your conviction(s) were heard, the type of offence and the sentence(s) received. Could you also give details surrounding the circumstances that led to the offence(s). Continue on a separate sheet if necessary.	
Have you ever been the subject of a police investigation that did not lead to a criminal conviction?	Yes/No
If yes, please give details including the date of the investigation, the Police Force involved, details of the investigation and the reason for this and disposal(s) if known.	
To your knowledge have you ever had any allegations made against you, which has been reported to, and investigated by Social Services/Social Work Department (Children's or Adult Social Care)?	Yes/No
If yes, please provide details, we will need to discuss this with you.	
Has there ever been any cause for concern regarding conduct with children, young people or vulnerable adults? Please include any disciplinary action taken by an employer in relation to your behaviour with adults.	Yes/No
If yes, please provide details.	

## DECLARATION

FYT is based on Christian values of love, community, equality and justice and a special concern for the excluded and oppressed. Applicants must be willing to work in an explicitly Christian context and uphold the values of FYT. Would you be willing to work within this context?	Yes / No
<p>"I confirm that the information provided on this form is correct and understand that any misrepresentation or omission may render me liable to dismissal if engaged. I understand that if offered an interview I may be asked to complete a pre-employment medical questionnaire and agree to undergo a medical examination if required. I also understand that if offered this role, any appointment will be subject to an enhanced disclosure certificate from the Disclosure and Barring Service. I understand that a criminal record is not necessarily a bar to obtaining a position."</p> <p>"I consent to the information I have provided in my application being stored in a manual and/or computerised filing system in accordance with General Data Protection Regulations."</p>	
Signature:	
Print Name:	Date:

Please return your application in PDF format by the specified closing date to [recruiting@fyt.org.uk](mailto:recruiting@fyt.org.uk)

If you haven't done so, you will be asked to sign a copy at interview, should you be invited.