APPLICATION FORM

PRIVATE & CONFIDENTIAL

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| **POST:**  YOUTH DEVELOPMENT WORKER | **CLOSING DATE:**  12 noon on Thursday 10th of July 2025 |

Please complete all sections of this application form accurately, giving as many details as possible of your skills and experience relating to this job application and personnel specification. Please note CV’s must not be included as part of your application and if submitted will not be considered. It is therefore important that this form is completed with sufficient information to demonstrate how and to what extent you meet the job requirements. Craigavon Travellers Support Committee reserves the right to shortlist only those applicants who appear from the information supplied in the application form to meet the requirements of the post, as detailed in the personnel specification. Only those shortlisted will be progressed to the next stage of the recruitment process.

Please complete and return this application form and monitoring questionnaire clearly marked ‘Job Application’ to:-

Craigavon Traveller Support Committee

Moylinn House

21 Legahory Centre

Craigavon

BT65 5BE

**Or by email to**

manager@ctsc.uk

It is the applicants’ responsibility to ensure receipt within the deadline.

**POSITION APPLIED FOR**: Youth Development Worker

# A P P L I C A T I O N F O R M

SURNAME:

FORENAMES:

ADDRESS:

POSTCODE:

TELEPHONE NO: Work Home:

Mobile: Email:

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| Secondary & Further Education | |
| Subjects | Grade |
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| --- | --- |
| University/Third Level Education | |
| University/College | Degree/Other Qualifications Awarded (Please state Class & Division) |
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| Professional Qualification | |  | |
| Qualification | Exam Date | | Result |

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| Employment History for past 5 years (Please start with your present or most recent employment ) | | | | |
| Dates  To & From | Name & Address of Employer | Position Held & Brief  Outline of Duties | Reason for Leaving | Salary |
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| Medical History/Disability |
| In line with the Disability Discrimination Act 1995, a disability is defined as ‘a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day to day activities. Please detail if you consider yourself as having a disability. |
| Give details of any illness, operation or accident resulting in lengthy absence from work. |

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| A full driving licence and access to transport for work purposes or access to another form of transport that would allow the post holder to meet the travel requirements of the post is essential for this post.  Please indicate if you meet this requirement YES / NO |

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| Accompanying Statement – ESSENTIAL CRITERIA |
| Please use this part of the application form to describe how you feel you meet the essential criteria for the post. The panel will use the information to assess your application against the criteria for the post. Please ensure a maximum of 200 words per criteria |
| OCN Level 3 in Youth Work or equivalent, 5 GCSE’s or equivalent (English & Maths essential) and 2 years relevant experience working in the community and voluntary sector with experience working with children and young people who have experienced barriers to social inclusion, education and training.  **OR**  5 GCSE’s or equivalent (English & Maths essential) and five years’ relevant experience working in the community and voluntary sector with experience working with children and young people who have experienced barriers to social inclusion, education and training. |
| * Developing and implementing youth intervention programmes/projects. |
| * Research/consultation and action plan development in relation to youth intervention. |
| * A working knowledge and understanding of the concepts and approaches of OCN accredited training programmes. |
| * Conflict resolution/mediation skills. |
| * Assessment of training needs and organisation of relevant training programmes. |
| * Experience of using and updating charity social media accounts |

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| Date you would be free to take up the post, if appointed: |

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| **REFEREES** - Please provide the name and address of two referees who should have knowledge of you in a working/academic capacity (one should be your most recent employer if relevant). References will only be taken up at appointment stage. | |
| *Current Employer - (Or if not currently employed, most recent Employer)* | *Other* |
| Name:  Position:  Address:  Tel No: | Name:  Position:  Address:  Tel No: |

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| Are you eligible to work in the UK:  You will be required to provide documentation to support this claim (under Section 8 of the Asylum and Immigration Act 1996) if offered the post. |

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| I certify that all the information I have given is correct to the best of my knowledge. I understand that knowingly giving any false information may result in any job offer being withdrawn or, if appointed, to dismissal.  Signature of Applicant: ......................................................... Date: ....................................... |

**Please return the completed form by the closing date to**

**Lisa Hogg**

**Craigavon Traveller Support Committee**

**Moylinn House**

**21 Legahory Centre**

**Craigavon**

**BT65 5BE**

**Or email to**

manager@ctsc.uk

**by**

**12 Noon on Thursday 10th of July 2025**

**It is the applicants’ responsibility to ensure receipt within the deadline.**

**It is anticipated interviews will be held during the week beginning 28th of July for those who applicants shortlisted**