Advice and Representation Project Manager Application

Norwich University of the Arts Students Union

# Application form

Application for Advice and Representation Project Manager

## Your details

Name:

Address:

Postcode:

Phone:

Email:

## Employment history

### Your current or most recent employer

Name of employer:

Address:

Postcode:

Job title:

Pay:

Length of time with employer:

Reason for leaving:

Notice Period:

Duties: (please outline the key aspects of your role below)

### Previous employers

Please tell us about other jobs you have done and about the skills you used or learned in those jobs.

## Bank of questions about your interest in the role

Below you will find 6 questions about your interest in the role. We have left space for you to write your answer or instead of this you can link to an alternative way of answering the questions. This could be a video, a drawing, a slide in a presentation or anything that suits your communication style. One of our values is being creatively centred and we want to open the door to people applying for this role in a way that shows their authentic selves. There isn’t a word or time limit for these answers but we would like you to keep in mind that we’d ideally like to spend a couple of minutes on each of your answers. If you have questions about the application process please reach out to studentsunion@norwichuni.ac.uk and we’d be happy to give you further guidance

Question 1: Our organisational values are Human Focused; Empowering and Liberating; Creativity Centred; and Enabling Community. Please choose the one of our values that resonates with you most and explain why it does?

Question 2: Liberation is at the heart of the work we do – could you tell us about a time that you went out of your way to support someone?

Question 3: This role holder will need to explain and articulate complex procedures and policies to students – can you tell us about an experience you have that would aid you in this?

Question 4: What about working with and for students draws you to this role?

Question 5: We’re a democratically ran organisation – can you tell us what this means to you?

Question 6: Is there anything you haven’t already told us that you think it’s important for us to know about you?

## Interview accessibility

If you have any requirements for making an interview accessible to you please let us know what they are below

## Right to work in the UK

Do you have the right to work in the UK? Yes / No

## References

Please give the names and contact details of 2 people who we can ask to give you a reference. We may ask them before an employment offer is made. We will not ask your current employer until we get your permission.

### Referee 1

### Referee 2

## Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Name:

Signature:

Date: