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# APPLICATION FORM



**Fermanagh Trust**

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| --- | --- | --- | --- |
| ***Job Applying for:*** | **Community Climate Action Coordinator (Fermanagh)** | ***Source of Advert?*** |  |

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| Please type or write clearly in black ink as this form may be photocopied. CVs will not be accepted on their own unless you are unable to complete the application form because of your disability. |

##### PERSONAL DETAILS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Surname: | | | Forenames: | |
| Address:  Postcode: |  | | Title (*for correspondence purposes):* | |
| **Telephone Contact Details *(if available)*** | |
| Home:  Work:  Mobile:  Email: |  |
|  |
|  |
| National Insurance  Number: | |  |  |

##### Essential Criteria

1. **Hold a third level qualification (Level 8 in the National Framework of Qualifications) or equivalent:**

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| *Please demonstrate how you meet this criteria:* |

##### Essential Criteria continued

1. **Tell us about your knowledge and understanding of current Climate Change Policies:**

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| --- |
| *Please demonstrate how you meet this criteria:* |

1. **Relevant experience in supporting the formulation and implementation of strategies, plans, studies, and processes.**

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| *Please demonstrate, give examples, how you meet this criteria:* |

1. **Relevant experience of organising & facilitating stakeholder engagement and consultation:**

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| *Please demonstrate, give examples, how you meet this criteria:* |

1. **Competence and experience of project management.**

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| *Please demonstrate, give examples, how you meet this criteria:* |

1. **Strong judgement and problem-solving skills:**

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| *Please demonstrate, give examples, how you meet this criteria:* |

##### Desirable Criteria

1. **Have 1-year technical experience in the Climate Change area:**

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| *Please demonstrate, give examples, how you meet this critera:* |

1. **Ability to cope with multiple demands :**

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| *Please demonstrate, give examples, how you meet this criteria:* |

##### EMPLOYMENT DETAILS

**Please list your employment/experience in chronological order, with the most recent first and**

**include unpaid or voluntary work, if relevant**

## PRESENT OR MOST RECENT EMPLOYMENT

|  |  |
| --- | --- |
| Name and address of employer: | |
| Start date: | Leaving date: |
| Job Title: | Reason for leaving: |
| Summary of key responsibilities: | |

## PREVIOUS EMPLOYMENT continued

|  |  |
| --- | --- |
| Name and address of employer: | |
| Start date: | Leaving date: |
| Job Title: | Reason for leaving: |
| Summary of key responsibilities: | |

## PREVIOUS EMPLOYMENT continued

|  |  |
| --- | --- |
| Name and address of employer: | |
| Start date: | Leaving date: |
| Job Title: | Reason for leaving: |
| Summary of key responsibilities: | |

## PREVIOUS EMPLOYMENT continued

|  |  |
| --- | --- |
| Name and address of employer: | |
| Start date: | Leaving date: |
| Job Title: | Reason for leaving: |
| Summary of key responsibilities: | |

##### EDUCATION/QUALIFICATIONS

|  |  |  |
| --- | --- | --- |
| Technical/Professional : | Dates : | Qualifications : |
| Further/Higher Education | Dates : | Qualifications : |
| Secondary Education  (Essential Criteria 5 GCSE’s Grade C or above including Maths and English Language) | Dates : | Qualifications : |

##### GENERAL

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| --- |
| Membership of Trade/Professional Bodies: |

|  |
| --- |
| **Driving**  Can you confirm you have a Full Driving Licence: Yes /No \_\_\_\_\_\_\_\_\_  Can you confirm you have access to a vehicle: Yes / No \_\_\_\_\_\_\_\_\_\_\_ |

##### REFEREES

|  |  |
| --- | --- |
| Please give the name and address of two people (not relatives), one of whom should be your present or most recent employer: | |
| Name: | Name: |
| Position: | Position: |
| Address: | Address: |
| Telephone No: | Telephone No: |

##### CRIMINAL CONVICTIONS

|  |
| --- |
| Have you any criminal convictions (unspent or pending)? YES / NO    If yes, please give details: |

##### DECLARATION

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| --- |
| **I declare that to the best of my knowledge the information I have given in support of my application is true and complete. I understand that if it is subsequently discovered that any statement is false or misleading, I may be dismissed.**  **SIGNATURE: DATE:** |

## DATA PROTECTION

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| --- |
| *Fermanagh Trust will retain information about job applicants for 12 months.*  *Application forms for successful candidates will be retained on their personnel file.* |

**Please send completed form to:**

The Director, The Fermanagh Trust, Fermanagh House, Broadmeadow Place, Enniskillen, BT74 7HR Email to: info@fermanaghtrust.org

**Closing date for completed application forms is:**

**5pm, Monday 16th September 2024**

**Interviews will be held on Friday 20th September 2024**