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| LGBTfoundation  Position Applied For: | LGBT Foundation  **Application Form – Part 2**  Talking Therapies Programme Manager |

Please complete all sections of the form in black ink or type directly into the boxes (the boxes will expand as you type into them). Application forms that are not completed in full will be automatically rejected. CV’s will not be accepted.

Applications should be returned to:

* EMAIL: [recruitment@lgbt.foundation](mailto:recruitment@lgbt.foundation)

The closing date for return of completed applications, including a completed equal opportunities monitoring form (available from [www.lgbt.foundation/jobs](http://www.lgbt.foundation/jobs)) if one is not included in your application pack): 9am on Tuesday 28th September.

Interviews will take place on TBC at LGBT Foundation.

The lawful condition for processing this data under GDPR is ‘fulfilment of contract’.

LGBT Foundation will use this information to shortlist during and as part of the application process.

If successful, we will add you to payroll and to our pension provider, as well as our own internal HR system. We will not share this information with anyone else for any other purposes. We use authorised third parties to help us process our data who are also GDPR compliant.

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# Current Experience

Please complete this section, listing details of your current employer and the duties you perform in your current role.

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| --- | --- |
| **Current Employer** |  |
| **Employer’s Address** |  |
| **Position Held** |  |
| **Date Employed** |  |
| **Duties and Responsibilities** |  |
| **Reason for leaving** |  |

# Previous employment

Please include paid or unpaid work and account for any gaps. If you need more space, please continue on a separate sheet clearly stating the section of the form, your name and the position you are applying for.

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| **Name & Address of Organisation** | **Dates** | **Brief description of duties and responsibilities (including reason for leaving)** |
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**Experience, skills, abilities and knowledge**

The first stage of application is answering 4 questions based upon the organisation’s values and your knowledge.

You can choose to answer the last 2 questions using video OR audio format submissions (nothing fancy, just using your phone is fine). If you have a particular reason as to why you cannot submit in this format and would prefer to use a written response, please type your response using 200 words or less per question onto a separate page at the end of this application.

Video/Audio file(s) can be attached to the main email OR if the files are too big we suggest using a file transfer linking service such as [WeTransfer](https://wetransfer.com/) and email BOTH submissions together to [recruitment@lgbt.foundation](mailto:recruitment@lgbt.foundation) using the same email that you sent this application from. You can answer all 4 questions in one file if you wish.

Add “Talking Therapies Programme Manager – *Your Name”*to the message.

Click [here](https://www.youtube.com/watch?v=gmzMsSCKj4E&t=6s) on how to use WeTransfer.

**Question 1:**

Do you have a minimum of 3 years’ experience of working in a mental health service delivery role?

Yes?  ☐

No? ☐

If Yes – Please give (brief) details of the role(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Question 2:**

Do you hold (or working towards) a professional qualification in the field of mental health and/or wellbeing (e.g. Diploma in Therapy/Psychotherapy, Social Work, Nursing, Psychiatry, Occupational Health etc.)

Yes?  ☐

No? ☐

If Yes – Please give (brief) details of the qualification(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Question 3:**

What do believe to be the key **mental health / wellbeing need faced** by LGBTQ communities in 2021? Explain the potential barriers to access and engagement to talking therapy services and how you would respond to these challenges.

**Submission Type (choose 1) - 3 Minutes or less**

**☐ Video (File Name Q3)** **☐ Audio (File Name Q3)**

**Question 4:**

What is your approach/style of leadership and in particular, how would this help you to empower your team of therapists to maintain a qualitative service?   
**Submission Type (choose 1) - 3 Minutes or less**

**☐ Video (File Name Q3)** **☐ Audio (File Name Q3)**

LGBT Foundation is part of the Disability Confident scheme and is an Investors in People accredited organisation. If you prove to us that you meet all of our essential criteria, you will be guaranteed an interview.

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Do you consider yourself to be disabled?

**Yes** **No**

If yes, please note here any arrangements which would need to be made if you are called for interview.

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