YOUNG LYRIC TRAINEE

APPLICATION FORM – PART 1

Thank you for your interest in a role at the Lyric Hammersmith Theatre.

The application form is made up of two parts – this is so we can anonymize personal information. During shortlisting, the information on Part 1 will be stored by the Lyric’s Administration Team and not shared with the hiring panel.

**Please note this position is only available for SEND (Special educational needs and disabilities) young people aged 18 – 29 who live in either Barnet, Brent, Camden, Ealing, Hammersmith & Fulham, Harrow, Kensington & Chelsea and the City of London and Westminster. This position is kindly supported by John Lyon’s Charity to help more disabled people work in the arts**

|  |  |
| --- | --- |
| Post applied for: |  |
| How did you hear about this vacancy? |  |

**Your details**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Pronoun  *(Eg: He/Him, She/Her, They /Them, etc.)* |  |
| Age |  | Date of Birth |  |
| Address |  | | |
| Borough |  | | |
| Telephone |  | | |
| Email | *If you have a support worker you would like us to include in our communication please tell us their email address as well.* | | |

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| Do you require a work permit to work in the United Kingdom? |
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| If so, do you currently own a valid work permit? (Please detail what work permit you currently are on) |
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**Interview arrangements**

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| Are you available for interview on the advertised date? YES / NO  Please let us know:  Do you identify as disabled? YES / NO / PREFER NOT TO SAY  Please complete an **online equal opportunities monitoring form** to state the same. <https://lyric.co.uk/equal-opportunities-form/>  If you get an interview, a charity called Pursuing Independent Paths will help you get ready for the interview. They will also help you do your job for the first 9 weeks. We will give them your contact info so they can help you get ready for the interview. |
| If you would like to discuss your requirements in more detail, please contact Meghana Shah, Administration Manager on 020 8741 6822 (ext 424) or jobs@lyric.co.uk. (Between 10:00am – 5:00pm, Monday- Friday)  The Lyric Hammersmith Theatre is proud to support parents and caregivers.  The Lyric Hammersmith is proud to be a Disability Confident Employer |

**Application Statement:**

| **I confirm that:** | **Yes** | **No** |
| --- | --- | --- |
| The information given on these form is correct and complete |  |  |
| I understand that all appointments maybe subject to satisfactory references, proof of eligibility to work in the UK, and a satisfactory DBS disclosure (Enhanced) |  |  |
| I have never been convicted of an offence relating to children or young people and have never been the subject of disciplinary procedures or been asked to leave employment or voluntary activity due to inappropriate behavior towards a child or young person. If no, please specify any convictions, spent or unspent below (\*) |  |  |
| I understand that submitting false information or withholding relevant information on this form may lead to my application being rejected or, if I am appointed, will constitute grounds for dismissal |  |  |

Your personal data will be processed and kept for the purpose described above in accordance with the Data Protection Act 1998 and General Data Protection Regulation.

**Checklist**

|  |  |
| --- | --- |
| **Please ensure you have:** | **Enclosed** |
| Completed the application form – Part 1 |  |
| Completed the application form – Part 2 |  |
| Completed the online Equal Opportunities monitoring form` |  |

Once your application is submitted you will receive an automatic confirmation email. If you do not receive this email please follow up with our Administration Team.

Thank you for your application to the Lyric Hammersmith Theatre!