



### Child Contact Facilitator – APPLICATION FORM

Please complete, ensuring that handwritten application is legible.

<b>First Name</b>
<b>Surname</b>
<b>Maiden Name (if applicable)</b>
<b>Address</b>
<b>Postcode</b>
<b>Tel no</b>
<b>Mobile no</b>
<b>Email address</b>

#### Educational/Vocational Qualifications

Date	Level of Qualification	Subject	Grade



Please describe/explain how you can meet the following Personnel specification criteria:

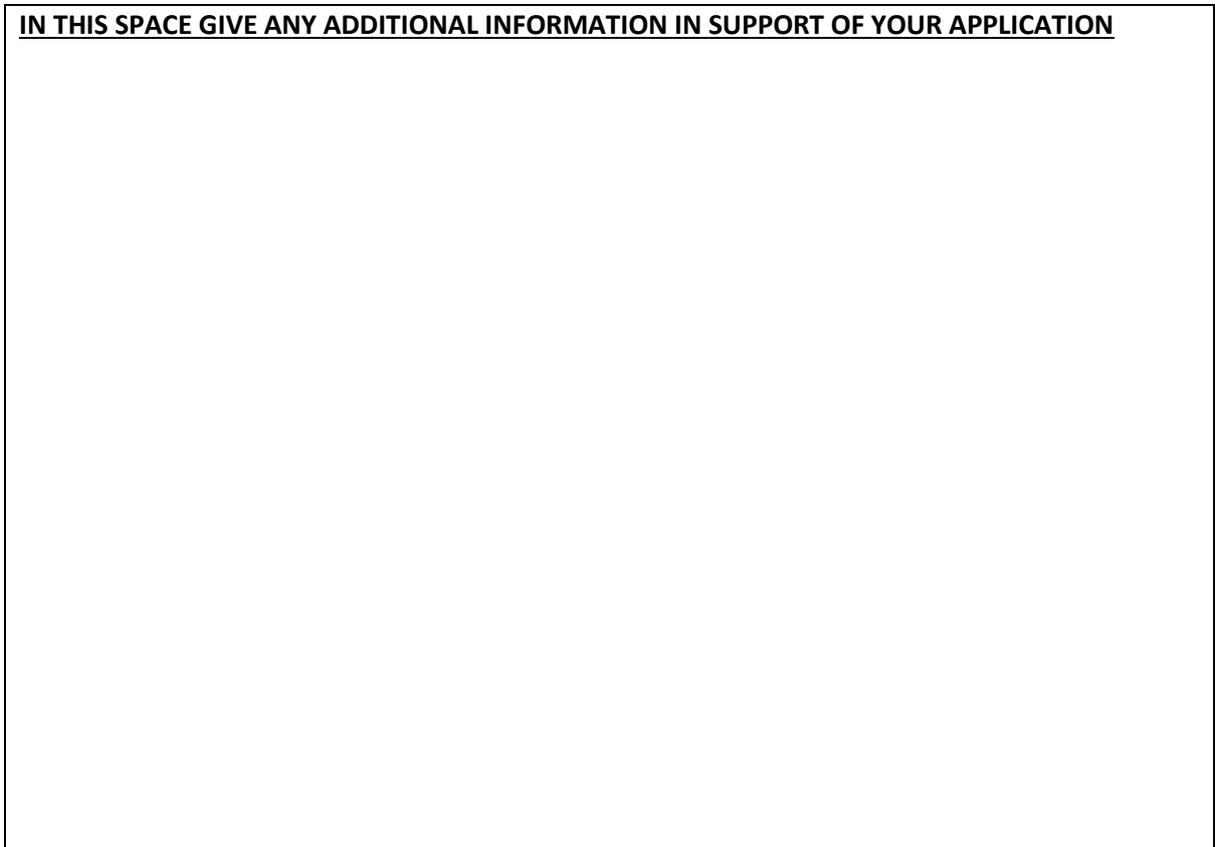
**Experience of working with children and families**

**Previous experience working in a team of staff/or volunteers, with key responsibilities**

**Knowledge and understanding of Child Protection/Safeguarding guidelines and ability to assess and use interpersonal skills in relation to same.**

A large, empty rectangular box with a thin black border, intended for the applicant to provide details regarding their knowledge of child protection guidelines and interpersonal skills.

**IN THIS SPACE GIVE ANY ADDITIONAL INFORMATION IN SUPPORT OF YOUR APPLICATION**

A large, empty rectangular box with a thin black border, intended for the applicant to provide any additional information that supports their application.

Please give the names, address, phone number and email (if possible) of two persons whom we may contact for references. One should be your present employer, or the most recent if unemployed. References will be taken up following interview for the successful candidate.

Name	Address	Tel no (email if poss.)	Occupation

How soon would you be able to take up your appointment?.....

If you are shortlisted for an interview, do you have any special requirements?

.....

.....

I certify that all information is true and correct. I understand that any offer of employment with CARRICKFERGUS AND LARNE CHILD CONTACT CENTRE is subject to receipt of satisfactory references and an enhanced Access NI check.

Signature of applicant.....

Date.....

This form should be returned to: CARRICKFERGUS AND LARNE CHILD CONTACT CENTRE  
13 WEST STREET, CARRICKFERGUS, BT38 7AR

OR EMAIL TO: [contact@carrickccc.co.uk](mailto:contact@carrickccc.co.uk)

**Important information relating to Access NI checks:**

An Enhanced Access NI check will have to be completed prior to starting in the contact centre. CLCCC will arrange this and will cover any associated costs.

You can familiarise yourself with the Access NI Code of Practice which is available at:

<https://www.nidirect.gov.uk/publications/accessni-code-practice>

CLCCC has a policy on the recruitment of ex-offenders; a copy is available on request either from the centre or email [contact@carrickccc.co.uk](mailto:contact@carrickccc.co.uk). Please note: A criminal record will not necessarily be a bar to obtaining a position.

Is there any reason you cannot work in regulated activity? **YES**  **NO**

CLCCC has a policy on the secure handling, use, storage and retention of Access NI disclosure information; a copy is available on request either from the centre or email [contact@carrickccc.co.uk](mailto:contact@carrickccc.co.uk)