**Application Form**

**Post applied for: Theatre Programme Manager (Maternity Cover)**

|  |
| --- |
| **Personal Details** |
|  |  |
| **Surname:** | **Other Names:** |
|  |  |
| **Address:** |
|  |
| **Home Telephone:** | **Work Telephone:** |
|  |  |
| **Email:** | **Mobile Telephone:** |
|  |  |

|  |
| --- |
| **Most recent employment (paid or unpaid)** |
|  |  |
| **Name of Organisation:** | **Job Title:** |
|  |  |
| **Date of Appointment:** | **Current or final salary/wage:** |
|  |  |
| **Period of notice required:** | **Leaving date if now not working:** |
|  |  |
| **Give a brief outline of your responsibilities:** |
|  |
|  |

|  |
| --- |
| **Education, Training & Professional Qualifications** |
|  |  |
| **School, University, etc:** | **Qualifications Obtained:** |
|  |  |

|  |
| --- |
| **Previous Employment (paid or unpaid)** |
| **Name & address of previous employers** | **Job Title** | **Brief description of responsibilities** | **Time in post** |
|  |  |  |  |
| *Continue on another piece of paper if necessary* |
| **Experience, skills, and interests***Using the person specification as a guide, please outline how your skills and experience meet the criteria for the post (please try to limit your answer to two pages).* |
|  |
| **Referees****Please give the name and address of two referees. At least one referee should be your present or most recent employer (if applicable).** |
| **Name:** | **Name** |
|  |  |
| **Address:** | **Address:** |
|  |  |
| **Telephone:** | **Telephone** |
|  |  |
| **Email:** | **Email:** |
|  |  |
| **Occupation:** | **Occupation:** |
|  |  |
| **May we request a reference?** | **May we request a reference?** |
| ð At any timeð Only after offer of employment | ð At any timeð Only after offer of employment |
| In order to comply with the Immigration Act 1996 we are required to see proof of your right to work in the UK. This will be requested once an offer has been made. However, if you require a work permit in order to work in the UK please indicate by ticking this box: ð |

|  |
| --- |
| **Declaration** |
|  |
| **To the best of my knowledge the information on this application form and equal opportunities monitoring for is correct.** |
|  |
| **Signature:** | **Date:** |

Please return the completed application form to olivia@stagetext.org putting *Application for Theatre Programme Manager (Maternity Cover)* in the subject line. **No CVs will be considered.**

**Please complete the online equal opportunities form here:** [**Equality and diversity monitoring form Survey**](https://www.surveymonkey.com/r/T3HGHWD)

**Closing date: Midnight Sunday 25th May**

**Interviews: Week commencing 2nd June 2025 with second interview offer by the end of week commencing 9th June 2025.**

**Must be available to commence work from: Monday 14th July**