



*Playful in practice,
Serious about solutions*

Participation People

Application Form

Participation People
www.participationpeople.com

Company number: 07317496

Application Form

Job applying for	Youth Voice and Influence Officer
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1a. About you

Prefix:		<i>e.g. Mr / Mrs / Miss / Ms / etc.</i>	
First name:		Last name:	
Address inc. postcode:			
Contact number:			
Email address:			

1b. Right to live and work in the UK

Please confirm that you have the right to live and work in the UK, with the appropriate work permits and visas.	Yes / No
If you answered NO to the previous question, please explain your circumstances:	
UK National Insurance Number:	

1c. Disability or vulnerable group

Do you consider yourself to have a disability or from a vulnerable group?	Yes / No
If you answered YES to the previous question, please specify the nature of your vulnerability. This will help us accommodate you throughout the application process.	

2. References

Please give the name and contact details for 2 referees and indicate how they know you.

Referee 1	
Name:	
Organisation & Position	
Time known:	
Contact number:	
Email address:	

Referee 2	
Name:	
Organisation & Position	
Time known:	
Contact number:	
Email address:	

3. Employment History

Please list all previous employment and professional work experience. Please also include your start and end dates and a brief summary of your responsibilities in these posts.

Present (or most recent) employment or professional work experience			
Post title:			
Organisation:			
Dates employed:		to	
Current salary:			
Reason for leaving / wishing to leave:			
Notice period, if successful:			
Main responsibilities:			
Key achievements:			

Previous employment or professional work experience			
Post title:			
Organisation:			
Dates employed:		to	
Reason for leaving:			
Main responsibilities:			

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Post title:			
Organisation:			
Dates employed:		to	
Reason for leaving:			
Main responsibilities:			

Post title:			
Organisation:			
Dates employed:		to	
Reason for leaving:			
Main responsibilities:			

4. Education and Qualifications
 Please list all of your educational and vocational qualifications.
 Please also include any training you have undertaken you consider to be relevant to this application – which may OR may not have led to a formal qualification.

Dates	Institution / School	Qualification / Level (e.g. GCSE, A Level etc.)	Course Title(s) and Result(s)

5. Volunteering and Other Experiences

Please list all previous voluntary or other work experience. Please also include your start and end dates and a brief summary of your responsibilities in these posts.

Present or most recent experience			
Role:			
Organisation:			
Dates:		to	
Main responsibilities:			

Role:			
Organisation:			
Dates:		to	
Main responsibilities:			

Role:			
Organisation:			
Dates:		to	
Main responsibilities:			

6. Personal Statements

This section helps us get to know you and your experiences better. Please respond to each section **clearly**, with reference to **concrete examples** and within the **word count**.

In your responses, it may be helpful to use the **STAR** technique:

- S** – Describe the **situation** and what you set out to achieve.
- T** – Describe the **tasks** that were required in order to resolve the situation.
- A** – Describe what **actions** were taken, making clear what your own.
- R** – Describe what the **result** was.

A. Values, knowledge and experience

Please evidence how you meet the requirements for this role with regards to the “**Values, Knowledge and Experience**” requirements in the Person Specification

(max: 800 words).

Response word count:	
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Please note, responses that are over the word count may be disregarded.

B. Ability and Skills

Please evidence how you meet the requirements for this role with regards to the “**Ability and Skills**” requirements in the Person Specification

(max: 800 words).

Response word count:

Please note, responses that are over the word count will be disregarded.

SECTION C & D WILL BE SCORED BY YOUNG PEOPLE

C. How are you playful in practice and serious about solutions?

(max: 200 words).

D. Share an example of how you are kind, curious and courageous...

(max: 200 words).

6. Criminal Records Declaration

You will be working with vulnerable young people in this post on a regular basis. You are therefore required to disclose details of any criminal record.

This post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (exceptions) Order 1975. This means that you are not entitled to withhold information about convictions which for other purposes are 'spent' under provisions of the Act.

Have you ever been convicted or cautioned with respect to a criminal offence?	Yes / No
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If YES, please give details including the nature of the offence(s) and dates.

All convictions, whether spent or unspent, cautions, reprimands and final warnings should be disclosed. Please also note: the disclosure of an offence may not prohibit your appointment.

If offered the post, do you agree to co-operate in obtaining a Disclosure and Baring Service (DBS) Check at the Enhanced level?	Yes / No
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7. Declaration

I declare that the information contained above is true to the best of my knowledge, and that I am content for The Participation People to hold and use personal information about me for personnel reasons connected with my employment.

I agree that the information can be stored in both manual or computer form, including the data in Section 2 of the Data Protection Act 1998. For those not appointed the information will be destroyed three months after the closing date.

I have read the Applicant Privacy Notice, which details how my personal information is collected, processed, stored and erased, and agree to the terms laid out in this Notice.

Signed:	
Date:	

Instructions to candidates

Before you submit your application, please ensure you have completed this application form **fully**, as **accurately** as you can.

Once you're happy, please email your application to pickme@participationpeople.com before the deadline; midnight 15 June 2026.

We anticipate interviews will be held virtually June/July 2026.

Please note, **we may arrange interviews on evenings and weekends to ensure young people can be fully involved in the interview process** – especially during school term time.

Our interview process usually lasts around **1.5 hours** and comprises **3 stages**:

- 1. Pre-prepared task** – we ask you to prepare a youth voice workshop before the day.
- 2. A panel session with young people (45 minutes)** to deliver your pre-planned youth voice workshop to young people!
- 3. A panel interview with Participation People Team (45 minutes)**

If you have any questions about this role, please contact:

Temi Oluwadare, Director of Operations

temi@participationpeople.com / **07734 387 365**