

## Steward Application Form 2023

Personal Details	
Surname:	
Forename(s):	
Home Address:	
Home telephone Number:	
Mobile Telephone Number:	
Email Address:	

Previous Employment with The Enchanted Forest	
Have you worked previously for the Enchanted Forest?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If <b>yes</b> , please provide details of the dates you worked for us and the role that you undertook:	Dates worked:
	Position(s) held:

Refer-a-Friend	
If applicable - who put you forward for possible employment?	

1: Current / Most Recent Employment	
Name of employer:	
Dates employed:	From: To:
Position held:	
Summary of duties:	

2: Previous Employment (if current or most recent was for less than 5 years)	
Name of employer:	
Dates employed:	From: To:
Position held:	
Summary of duties:	

### Other/Additional Employment

If offered this position, would you continue to work in any other capacity?

Yes ☐ No ☐

If **yes**, please provide details of the job role and its contracted hours per week.

### Criminal Convictions

Do you have any criminal convictions **considered unspent** under the Rehabilitation of Offenders Act 1974?  
If **yes**, please provide details:

### Training Availability

We will be holding training events on **Saturday 30<sup>th</sup> September 2023 (during the day)** and **Monday 2<sup>nd</sup> October** or **Tuesday 3<sup>rd</sup> October 2023 (evening sessions in the forest)**.

If you are successful in your application, it is a condition of your employment that you **must** be available to attend **both** the Saturday training session, and **one** of the two evening sessions.  
Please indicate below which you will be available to attend:

I **can attend** the training session on **Saturday 30<sup>th</sup> September** ☐

I **can attend** one of the evening training sessions on **2<sup>nd</sup> October** ☐ or **3<sup>rd</sup> October** ☐ (please state which)

No, I am **unable to attend** these training sessions ☐

### What has motivated you to apply for this position?

### Suitability for the Post

The person specification provides an outline of the skills you will require to be successful with your application. Use the space below to provide examples of where you have demonstrated these skills.

What we are looking for in our Stewards:	What skills, qualities and / or experience do you have? <i>Example response: I have [x number] of years' experience within a customer service role which included [example(s)].</i>
Excellent communication and interpersonal skills with people of all ages.	
A passion for providing great Customer Service.	
Commitment to adhering to Health and Safety procedures.	

### Previous Events and Stewarding Experience / Additional Information / First Aid Qualifications

Please tell us about any previous event or stewarding experience that you may have, as well as any other experience you feel would be beneficial to your application:

Also, please tell us about any **first aid qualifications** you have, including expiry dates:

## Referees

You are required to supply the names and addresses of two people from whom references can be obtained.  
One must be your present or most recent employer or school/college.  
We will not normally accept references from relatives/friends.  
We reserve the right to request more than 2 references.  
If you provide your referee email addresses, we will normally contact them this way.

**Referee 1** - Do you give us permission to contact this referee? Yes ☒ No ☒

Name:	
Position:	
Company (if applicable):	
Address:	
Contact Telephone Number:	
Email Address:	

**Referee 2** - Do you give us permission to contact this referee? Yes ☒ No ☒

Name:	
Position:	
Company (if applicable):	
Address:	
Contact Telephone Number:	
Email Address:	

## Advertisement of Vacancy

Please tell us where you heard about / saw this vacancy advertised.

## Declaration

I declare that the information given within my application for employment is true and complete to the best of my knowledge.  
If any of this information given by me in this form or in support of my application is subsequently found to be untrue, I recognise that any offer of employment/work may be withdrawn, or my employment with the Enchanted Forest Community Trust terminated.

Signature:	
Date:	

Please return your completed application form by email to:  
[hrstaffing@enchantedforest.org.uk](mailto:hrstaffing@enchantedforest.org.uk)

**If you are successful in gaining an interview, you will be contacted well in advance to arrange a mutually suitable date and time.**  
**Interviews will be conducted by Zoom, and normally take no more than 30 minutes.**

**Thank you for your application to the Enchanted Forest.**