**Recruitment and Equal Opportunities Monitoring Form.**

**Please state where you saw the position advertised:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**What is your current salary?**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADJUSTMENTS**

Please contact us at recruitment@ymt.org.uk or on 01904 687617 if you need the application form in an alternative format or if you require any reasonable adjustments to the selection process, including the interview (for example physical access, communication support, personal support).

**ADDITIONAL INFORMATION**

**Do you have any personal connection to any individual associated with York Museums Trust (this includes employees, volunteers and Trustees)?** *If yes, please provide details.*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**Are there any restrictions on your ability to work in the UK?**

*If yes, please provide details.*

*Please note we are unable to obtain visas for individuals to work in the UK and you will be required to provide evidence of your eligibility to work in the UK at interview.*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**CONVICTIONS**

*Under the Rehabilitation of Offenders Act 1974 you are required to give details of any convictions which are not “spent”. In addition you are also required to disclose any cautions or binding over orders that you have received in the last 12 months. Failure to do so could result in the termination of your employment with us.*

Date:

Nature of Summons:

Court:

Sentence or Order:

**DATA PROTECTION**

Please read the Applicants Privacy Notice, available on our website.

**DECLARATION**

By submitting your application you declare that you have read, understood and accepted York Museums Trust’s Applicants Privacy Policy and that the information given in your application is true and complete to the best of your knowledge and belief. You also declare that you understand that YMT may make enquiries to confirm your qualifications, experience, dates of employment and right to work in the UK. You declare that you understand that your application may be rejected or you may be dismissed following appointment if you have given any false or misleading information or withheld any relevant details upon which the decision to appoint you was made.

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Please continue to the next page for the separate Equal Opportunities Monitoring Form.

**EQUAL OPPORTUNITIES MONITORING**

**CONFIDENTIAL**

York Museums Trust is an equal opportunities employer. We have procedures designed to avoid the possibility of discrimination at each stage of the recruitment process. The information gathered on this form will help us to monitor the effectiveness of our Equality Statement and other employment policies. All information collated is kept strictly confidential in accordance with the Data Protection Act 2018. This information will be used for the purposes of equality monitoring and anonymised reporting only. Your application will not be affected by the information provided in this section and will not be seen by the selection panel. Categories 2-8 below are presented as defined by Arts Council England. Please see YMT Applicants Privacy Notice for further information.

1. **Please state the job title of the vacancy you are applying for:**
2. **I am - Please choose one of the categories below:**

|  |  |
| --- | --- |
| Male |  |
| Female |  |
| Non- Binary |  |
| Prefer not to say |  |

1. **Is your gender identity different to the sex you were assumed to be at birth?**

|  |  |
| --- | --- |
| No |  |
| Yes |  |
| Prefer not to say |  |

1. **Please choose your age range:**

|  |  |
| --- | --- |
| Under 19 |  |
| 20-34 |  |
| 35-49 |  |
| 50-64 |  |
| 65-74 |  |
| 75+ |  |
| Prefer not to say |  |

1. **Do you consider yourself to have a long-term health condition, impairment or disability?**

|  |  |
| --- | --- |
| No |  |
| Yes- Visual impairment/blind |  |
| Yes- Hearing impairment/deaf |  |
| Yes- Physical disabilities |  |
| Yes- Cognitive or learning disabilities |  |
| Yes- Mental health condition |  |
| Yes- Any other long-term/ chronic condition |  |
| Prefer not to say |  |

If yes, please provide details.

1. **How would you describe your ethnic origin? Please choose one of the options in the list below:**

|  |  |
| --- | --- |
| White British |  |
| White Irish |  |
| White Gypsy or Irish Traveller |  |
| Any Other White background |  |
| Mixed White and Black African |  |
| Mixed White and Black Caribbean |  |
| Mixed White and Asian |  |
| Any other Mixed/Multiple ethnic background |  |
| Asian/Asian British Indian |  |
| Asian/Asian British Bangladeshi |  |
| Asian/Asian British Pakistani |  |
| Asian/Asian British Chinese |  |
| Any other Asian Background |  |
| Black/Black British African |  |
| Black/Black British Caribbean |  |
| Any other Black/African/Caribbean background |  |
| Arab |  |
| Latin American |  |
| Any other ethnic group |  |
| Prefer not to say |  |

1. **Which of the following options best describes how you think of yourself?**

|  |  |
| --- | --- |
| Bisexual |  |
| Gay Man |  |
| Gay Woman/Lesbian |  |
| Heterosexual/Straight |  |
| Queer |  |
| Prefer not to say |  |

1. **Please choose the occupation of the main/highest income earner in your household when you were 14?**

|  |  |
| --- | --- |
| Modern Professional Occupations *E.g. teacher/lecturer, nurse, social worker, police officer (sergeant or above), actor, artist, musician* |  |
| Clerical and Intermediate Occupations *E.g. secretary, personal assistant, office clerk, call centre agent, nursery nurse* |  |
| Senior Managers and Administrators *Usually responsible for planning and organising work for finance such as finance manager, CEO etc.* |  |
| Technical and Craft Occupations *E.g. motor mechanic, plumber, electrician, gardener, train driver* |  |
| Semi-Routine Manual and Service Occupations *E.g. postal worker, security guard, caretaker, catering assistant, sales assistant* |  |
| Routine Manual and Service Occupations *E.g. HGV driver, cleaner, porter, labourer, waiter/waitress, bar staff* |  |
| Middle or Junior Manager *E.g. office manager, retail manager, bank manager, restaurant manager, publican* |  |
| Traditional Professional Occupations *E.g. solicitor, accountant, medical practitioner, civil/mechanical engineer, scientist* |  |
| Short term unemployed *Claimed Jobseeker’s Allowance or earlier unemployment benefit for a year or less* |  |
| Long term unemployed *Claimed Jobseeker’s Allowance or earlier unemployment benefit for more than a year* |  |
| Retired |  |
| Not Applicable |  |
| Other- Please Specify |  |
| Prefer not to say  |  |