**Children’s Commissioner for Wales**

**Application Form**

Please complete this form in black ink and return by post to the address below or by email to: recruitment@childcomwales.org.uk

Head of Human Resources, Children’s Commissioner for Wales,Llewellyn House

Harbourside Business Park, Port Talbot, SA13 1SB

**OR**

Complete this form online [here.](https://wh1.snapsurveys.com/s.asp?k=163214885505)

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Post Applied for: Young People’s Advisory Panel Member

**CONFIDENTIAL**

**PART ONE: Personal Details**

Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| Home Address: Postcode:Home telephone no:Mobile No:Email: Date of Birth:Age:School/college:Year group:  |

Please ask your parent/carer/guardian\* to complete this section of the form:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (parent/ guardian name)

Give my permission for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (young person’s name) to:

* apply for this opportunity
* to attend the meeting dates
* submit this application form in written or video version

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*If you are living independently and are aged 16-18 you do not need this permission. Just let us know this.

**PART TWO:** You can answer this section (page 2 and page 3) of the application form by **either:**

1. Writing answers to the **4 questions in the boxes** below up to a maximum of 250 words per box

**Or**

1. **Writing a personal statement about yourself,** about the times you have used your skills, what experiences you have had and why you want to be a new member for our group. Up to a maximum of 1000 words.

**Or**

1. **Submitting a video** no longer than two minutes in length telling us about yourself, about the times you have used your skills, what experiences you have had and why you want to be a member of our group. You could use a file-sharing service like Dropbox to do this. Make sure you have your parents' permission. Please complete this box if you choose to do this:

|  |  |
| --- | --- |
| **Yes!** I have submitted a video. I have sent a link to download the video to recruitment@childcomwales.org.uk for part 2 of my application.  | Date message sent: Time message sent: |

|  |  |
| --- | --- |
| **Skills, experience or knowledge needed to be a young People’s Panel member.** | **Write down (or tell us in a video) about a time you used this skill or the best example or experience you can describe.** *For example you could tell us about contributing to discussions in a youth forum about something important to you, attending school council and helping to improve something for others, helping others in work or in a special interest group or a voluntary group.* |
| **1**. Tell us about your **good communication skills,** explain why you think you will be good at taking part in discussions and sharing your views.Tell us about your best example of **sharing your views confidently** with others.You can write **up to 250 words** in this box (only if you want to. Don’t worry if you write less just make what you do write is the best example you can give).  |   |
| **Skills, experience or knowledge needed to be a young People’s Panel member.** | **Write down (or tell us in a video) about yourself, a time you used this skill or the best experience you can describe.**  |
| **2.** Tell us about your **Team working skills,** Write about a time or times you have worked with other people to achieve a shared goal.Write about your best experiences of **representing others** or helping others. You can write **up to 250 words** in this box (only if you want to. Don’t worry if you write less just make what you do write is the best example you can give).  |  |
| **3**. Tell us what you know about **issues or problems** young people in Wales face and how these affect Children’s Rights.This may be:* a personal experience
* a condition you live with
* your family circumstances
* something you have learned about when helping a friend
* something you have learned about through the school council or youth forum

You can write **up to 250 words** in this box (only if you want to. Don’t worry if you write less just make what you do write the best you can). |  |
| **Skills, experience or knowledge needed to be a young People’s Panel member.** | **Write down (or tell us in a video) about yourself, a time you used this skill or the best experience you can describe.**  |
| **4. Why** do you want to be a member of our young people’s advisory group?What inspires you the most to join our group?You can write **up to 250 words** in this box (only if you want to. Don’t worry if you write less just make what you do write the best you can).  |  |

**PART THREE: Dates for your diary 2022**

Please note you will be expected to attend a training session and three meetings per year (highlighted in yellow).

The others are optional monthly online hour catch up sessions with the commissioner.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Training(Zoom)** | **Meeting****(in person)** | **Meeting****(Zoom)** | **Meeting(Zoom)** | **Meeting****(Zoom)** | **Meeting****(Zoom)** | **Meeting****(in person)** |
| 25th/26th January5.30 - 7pm  | North Wales:5th February South Wales: 12th February 10.30 - 3pmVenues TBC  | 14th March 6.00 - 7pm  | 27th April 6.00 - 7pm  | 24th May 6.00 - 7pm | June TBC6.00 - 7pm | 13th July 11.00 - 3pm Venue TBC |

**Please note, you will need to make your own way to meetings (check with a parent/carer) however, we will pay for your transport costs to meetings in line with our travel policy. This will be train or bus fares, or petrol costs. If you need a parent or carer to come with you on the journey, we will pay their fare too.**

|  |
| --- |
| Is there is **anything else** you feel we would need to know about you so that you are able to attend our meetings? E.g. disability support.  |

**Welsh language skills**

Are you able to communicate in Welsh? Yes □ No □

If you answered **yes** please indicate below what level of skill you have in the Welsh language.

|  |  |
| --- | --- |
| **Basic or beginner** |  |
| **Experienced welsh learner**  |  |
| **Fluent**  |  |

Preferred language of communication: Welsh □ English □

Thank you very much for applying to become a member of our group!

**Please return your application either:**

**By email** to**:** **recruitment@childcomwales.org.uk**

**Or**

**By post** to this address**:**

**Head of Human Resources,**

**Children’s Commissioner for Wales,**

**Llewellyn House,**

**Harbourside Business Park,**

**Harbourside Road,**

**Port Talbot SA13 1SB**

**Or**

Send a link to download your video to recruitment@childcomwales.org.uk**.**

If you are sending a video, please remember to complete the box on page 2 indicating that you have provided Part 2 of your application via video and **REMEMBER** **TO SAY YOUR NAME CLEARLY** in your video so we can match up your form.

# **Privacy notice**

We keep your personal information, in accordance with relevant data protection regulations, only as long we need to. We do so in accordance with our document and information retention policy.

Data protection laws in the UK provides you with rights in relation to your information. In certain circumstances you have a right to withdraw your consent to us processing your personal information at any time. You can also ask us to delete your personal information or restrict or object to the way we use it.

For further information, please liaise with the Commissioner’s Data Protection Officer via post@childcomwales.org.uk

You can read more about how we keep you personal information safe in the document named ‘Privacy Notice’.