Application form for the post of

Community Development & Social Enterprise Project Officer

Note. Please type your responses – hand written application forms will **not** be accepted. Please note that applicants will be short-listed for interview on the basis of information supplied on their applications. **Please do not send a cover letter or CV**.

1. **Personal Details**

Name:

Address:

Telephone: Email:

**Please note that if you are selected for interview we will contact you via e-mail/post**.

Do you require any special facilities/arrangements to apply for this position or if selected, at interview?

*(If yes, please contact us or specify*) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Please state the education and training history you consider relevant to this post.**
2. **State your relevant employment history highlighting key aspects of your career/experience that you think are of particular relevance to this position with a focus on working with the most marginalised.**

4**. Why do you want to be a Women’s Development Worker with the Galway Traveller Support Group**

4**. Why do you want to be a Community Development & Social Enterprise Project Officer with Galway City Partnership?**

5**. Using relevant employment/life history demonstrate your** **ability to work with a diverse range of actors in the local context, including community activists, groups and statutory agencies.**

**6. Please give details to illustrate your knowledge of the social economy and what issues you foresee in developing social enterprises in Galway City?**

7. Give examples of how you have supported individuals/groups to develop a social enterprise business?

**8. Please give examples to illustrate:**

* **Your knowledge and ability in the development and implementation of policy**

**and operational/strategic plans.**

**9. Describe yourself as a worker and give examples to support this description**

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Please return your completed application by Wednesday 18th March at 5.00 pm to:

**“Community Development & Social Enterprise Project Officer position”**

**Declan Brassil,**

**CEO, Galway City Partnership,**

**3 The Plaza Offices,**

**Headford Road,**

**Galway**

**Phone: 091-773466 email:** [**declan@gcp.ie**](mailto:declan@gcp.ie)

**IMPORTANT NOTES**

* **The first part of our interview process requires you to give a 5 minute Powerpoint presentation on a topic to be notified to you if shortlisted.**
* Candidates attend for interview at their own expense.
* Please note that canvassing by, or on behalf of applicants, will disqualify them from the competition.
* Candidates should allow sufficient time to ensure that the application form is delivered not later than the date and time for acceptance. Proof of posting is not proof of receipt. For e-mail applications it is the time received not the time sent that is recognised.
* The information supplied in this form is held on the understanding of confidence, subject to the requirement of the Freedom of Information Act 1997 or other legal requirements.

*I hereby declare that the above statements are true to the best of my knowledge. I understand that any deliberate mis-statement may render me liable to dismissal, if employed. I further declare that there is no known reason or event that would render me unsuitable for the post.*

**Signature of Applicant: Date:**