# Appointment of Members to the Inshore Fisheries & Conservation Authorities

Before completing this application form please consider the Criteria for Appointment and Information Pack. The appointments panel will select candidates for interview on the basis of the information supplied in this application form. If completing by hand please print clearly, using black ink. You can apply online at www.ifcamembers.co.uk Closing date for receipt of applications is midnight on Monday 12 April 2010. PERSONAL INFORMATION Mr Mrs Miss Ms Other Surname (CAPITAL LETTERS) First or Given Name ADDRESS FOR CORRESPONDENCE House Number House Name Flat Number Address Town/County Postcode **HOME ADDRESS (only complete if different from above)** House Number House Name Flat Number Address Town/County Postcode **TELEPHONE CONTACT DETAILS** 

# In Business Hours At other times Mobile

E-mail Address

PLE	ASE SELECT ONE CATEGORY THAT MOST R	REFLECTS YOUR INTERESTS	
Sele	ct one of the four areas <u>only</u>		
(i)	COMMERCIAL FISHING		
	<ul> <li>PLEASE SELECT ONE OF THESE OPTIONS:</li> <li>mobile gear finfish (e.g. trawling, netting)</li> <li>mobile gear shellfish (e.g dredging)</li> <li>static gear finfish (e.g. lines and nets)</li> <li>static gear shellfish (e.g. traps and pots)</li> <li>other (e.g. aquaculture, bait diggers)</li> </ul>		
(ii)	RECREATIONAL FISHING		
	<ul> <li>PLEASE SELECT ONE OF THESE OPTIONS:</li> <li>recreational sea fish angling</li> <li>other (e.g. charter industry, bait diggers)</li> </ul>		
(iii)	MARINE ENVIRONMENTAL  Please give details		
(iv)	OTHER		
	Please give details		
WHIC	CH IFCA ARE YOU APPLYING FOR?		
Pleas	North Western Northumberland North Eastern Eastern Kent and Essex Sussex Southern Devon and Severn Cornwall		
	Isles of Scilly		

WORK EXPERIENCE	
Please give details of full and part-time wo current or most recent job.	ork, and/or relevant experience or training, starting with your
Current/Most recent:	State position held and outline briefly the nature of the work and your responsibilities
Are you currently: employed self-employed retired	
Name of employer:	
Please tell us about any other relevant exp	perience (roles, jobs, training, etc.) including dates.

#### **SKILLS AND ABILITIES**

This part if the form is to let you tell us something about yourself; your experiences, skills and abilities. The information you give us will be matched against the selection criteria and we will use the scores from this to decide who to invite for interview. To help you complete this please read the Information for Candidates brochure and the Criteria for Appointment.

### Describing your skills and abilities

#### Notes to help you complete this section for the form

- You can use your recent experiences and achievements in any kind of setting, for example, employment, voluntary work, during
  your education or in connection with your hobbies and interests.
- We would prefer your examples to be recent, but if your best examples are earlier these will still be acceptable. Please try to avoid using the same example more than once.
- Please limit the number of words you write to no more than 250 for each of the three questions.
- In responding to the following 3 questions, please ensure that you refer fully to the selection criteria as laid out in the Criteria for Appointment.

#### **SKILLS AND ABILITIES**

#### AN ACTIVE INTEREST AND INVOLVEMENT IN YOUR LOCAL COMMUNITY

Please describe any relevant interest or involvement you have in a local community group, project or initiative. This might be a commercial or leisure interest or could be around conserving or improving your local area.

### A PASSION FOR MAKING A DIFFERENCE IN YOUR LOCAL AREA, BOTH NOW AND IN THE FUTURE

We are looking for candidates that can demonstrate a passion for making a positive difference preferably in your local area, both now and in the future.

Please show how you meet this requirement.

### **EXCELLENT COMMUNICATION, INFLUENCING AND PARTICIPATION SKILLS**

We are looking for candidates with strong communication skills who can express opinions and explain decisions to lay people, but can also listen to others' views.

Please give an example that demonstates your skills in this area.

WHY DO YOU THINK YOU CAN MAKE A DIFFERENCE / HAVE AN IMPACT ON THIS COMMITTEE?
AVAILABILITY
Are you able to give the time needed (approx 1 day a month)?
YES
NO
AVAILABILITY FOR INTERVIEWS AND ARRANGEMENTS
Interviews are expected to take place regionally between 1 June and 13 July 2010. Please indicate those dates when you are not available. We cannot undertake to avoid these dates but will try to do so where possible.
FROM D D M M 2 0 Y Y TO D D M M 2 0 Y Y
FROM DDMM20YY TO DDMM20YY
FROM DD VIM 20 YY TO DD MM 20 YY
Do you need any analist arrangements at the interview of wheelsheir access?
Do you need any special arrangements at the interview, e.g. wheelchair access? Yes No Signal No

PUBLICITY					
From which publication or other source did you learn of this post?					
PETERFUSE					
REFERENCES					
References will be taken up for those candidates recommended for appointment.					
Please supply the names, addresses and telephone numbers of two referees who can provide an independent view of how you match the selection criteria. These should be people who know you well and can speak from personal experience of how you meet the person specification. Please tell us in what capacity they know you.					
Referee 1					
Full Name					
In what context does this referee know you?					
Telephone No. Day: Telephone No. Mobile:					
Telephone No. Other:					
E-mail Address:					
Referee 2					
Full Name					
In what context does this referee know you?					
Telephone No. Day: Telephone No. Mobile:					
Telephone No. Other:					
E-mail Address:					

# **FOR ALL APPLICANTS**

### **Public Appointments**

Please give details of any public appointments currently held, together with details of the time commitment you give to each.

Organisation and Position	Appointed By	Time Commitment	Period of Appointment	Remuneration
Example:				
GMC Panel Member	GMC	1 day per month	3 years	None

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Have you ever been convicted or found guilty of an offence by any court in the UK or abroad, or by any Court Martial? (Not including motoring offences) Please also include any administrative penalties for fisheries offences.	
Yes No	
If you answer yes, please give details of the nature, fine/penalty and dates in the space below. You need not give details of any conviction which is spent under the Rehabilitations of Offenders Act 1974. Please note that a criminal record is not necessarily a bar to membership of an IFCA.	

# **CONFLICT OF INTEREST**

Please disclose any other information which you consider relevant to an assessment of your suitability as a public appointee, for example any business or other interests which might give rise to a conflict.

#### YOU MUST SIGN AND DATE THIS FORM

Your personal data will be held in secure conditions for 12 months if you are unsuccessful. If you are successful, the data will be passed to the Marine Management Organisation (MMO). Access will be restricted to those who deal with your application.

The ethnic monitoring questionnaire is used for monitoring the selection process only. If you do not wish to have these details recorded please return the form uncompleted.

Please sign below to confirm that you give your consent to the use of your personal data for the use of this application process, and that the information you have given is to the best of your knowledge and belief, true and complete.

If you give any information which you know is false, or you withhold any relevant information, this may lead to your application being rejected or, if you have already been appointed, to your dismissal.

Applicants Signature:		Date:	
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THANK YOU FOR YOUR INTEREST

PLEASE CHECK THAT YOU HAVE COMPLETED AND SIGNED YOUR APPLICATION FORM

**CAPITA RESOURCING** 

RAS

# **MONITORING**

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The IFCA has a policy of equal opportunity. This means that everyone who applies is treated equally, irrespective of their sex, ethnic origin, disability or age. We need to find out if our policy is working in practice. To do this we need to look at:

how we advertise;

how we select people for test or interview;

who is appointed;

• what we do at the end of the process.

This is so we can make sure there is no discrimination in the way we take on new members recommended for appointment.

To do this we need to know about the race or ethnic origin of people who apply. We are therefore asking you to complete the following questionnaire. Your answers will be treated confidentially and will not affect your application in any way.

This survey has the support of the Commission for Racial Equality. May we thank you in advance for your co-operation.

Please make sure that you read all the categories and then mark an X in the box that applies to you.

(A) NAU 16	GENDER
(A) White	Are you?
British	
Irish	Male Female
Any other White background, specify if you wish	Prefer not to say
(B) Mixed	AGE
White and Black Caribbean	How old are you?
White and Black African	16 - 19 35 - 39 55 - 59
White and Asian	20 - 24
Any other Mixed background, specify if you wish	
	25 - 29 45 - 49 65+
(C) Asian or Asian British	30 - 34
Indian	
Pakistani	RELIGION
Bangladeshi	Bahai Muslim
Any other Asian background, specify if you wish	Buddhist No Religion
	Christian Sikh
	Hindu Other
(D) Black or Black British	Jain Prefer not to say
Caribbean	Jewish
African	Jewisii
Any other Black Background, specify if you wish	SEXUAL ORIENTATION
(E) Chinese or other ethnic group	Bisexual Gay
Chinese	Heterosexual Lesbian
Any other, specify if you wish	
	Prefer not to say