**

**Richmond Parish Lands Charity**

*Registered Charity No. 200069*

**GRANTS MANAGER**

**Application Form**

**(Please use the ‘tab’ key to move through the fields)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PERSONAL DETAILS** | | | | | | | | | | | | | | | | | | | |
| First Name: | | |  | | | | | | Family Name: | | | | |  | | | | | |
| Address: | | | |  | | | | | Mobile No. | | | | |  | | | | | |
| Telephone No. | | | | |  | | | | | |
| **PRESENT EMPLOYMENT** | | | | | | | | | | | | | | | | | | | |
| Employer | | | | | | Employer’s Address | | | |  | | | | | | | | | |
|  | | | | | |  | | | | Job Title: | | | | | |  | | | |
| Date Appointed: | | | | | |  | | | |
| Notice Required: | | | | | |  | | | |
| When able to start: | | | | | |  | | | |
| Responsibilities: | | | | | |  | | | | | | | | | | | | | |
| **SECONDARY & FURTHER EDUCATION** | | | | | | | | | | | | | | | | | | | |
| School/College: | | | | |  | | | | | | | | From: | |  | | | Until: |  |
| ‘A’ Levels / IB : | | | | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| University/Other | | | | |  | | | | | | | | From: | |  | | | Until: |  |
| Degree/Qual. | | | | |  | | | | | | | | | | | | | Grade: |  |
|  | | | | | | | | | | | | | | | | | | | |
| Post Grad/Other: | | | | |  | | | | | | | | | | | | | | |
| Degree/Qual. | | | | |  | | | | | | | | | | | | | Grade: |  |
| **RECENT PREVIOUS EMPLOYMENT** | | | | | | | | | | | | | | | | | | | |
| Employer: | | | | |  | | | | | | | | From: | |  | | | Until: |  |
| Post Held: | | | | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| Employer: | | | | |  | | | | | | | | From: | |  | | | Until: |  |
| Post Held: | | | | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **EXPERIENCE / KNOWLEDGE OF THE VOLUNTARY SECTOR** | | | | | | | | | | | | | | | | | | | |
| Organisation: | | | | |  | | | | | | | | | | | | | When: |  |
| In what capacity? | | | | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| Organisation: | | | | |  | | | | | | | | | | | | | When: |  |
| In what capacity? | | | | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **SUPPLEMENTARY DATA** | | | | | | | | | | | | | | | | | | | |
| Any other information that you consider particularly relevant to this application (No more than 3 paras please) | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **SUPPORTING INFORMATION** | | | | | | | | | | | | | | | | | | | |
| Any other information that shows you meet the skills and experience for this position as outlined in the Role Description and Person Specification | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **KNOWLEDGE OF GRANT MAKING** | | | | | | | | | | | | | | | | | | | |
| What do you consider the three main issues for grant-making at this time? | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **MARKETING** | | | | | | | | | | | | | | | | | | | |
| Where did you hear about this post? | | | | | | |  | | | | | | | | | | | | |
| **REFERENCES** | | | | | | | | | | | | | | | | | | | |
| Please give the name of two referees who have agreed to give references and who have a knowledge of your work and character | | | | | | | | | | | | | | | | | | | |
| **Professional Referee** | | | | | | | | **Personal Referee** | | | | | | | | | | | |
| Name: |  | | | | | | | Name: | | |  | | | | | | | | |
| Email: |  | | | | | | | Email: | | |  | | | | | | | | |
| Tel: |  | | | | | | | Tel: | | |  | | | | | | | | |
| Capacity known: | | | | |  | | | Capacity known: | | | | |  | | | | | | |
| **CONFIRMATION** | | | | | | | | | | | | | | | | | | | |
| By putting your name in the ‘Signature’ box and completing the ‘date’ field you are confirming that the statements made in this application are true to the best of your knowledge and belief. | | | | | | | | | | | | | | | | | | | |
| **Signature:** | |  | | | | | | | | | | **Date:** | | | | |  | | |

Having completed the above form, please email the form together with your letter of Application so that they arrive by noon on 18 August 2020.

RPLC,Vestry House, 21 Paradise Road, Richmond TW9 1SA

Tel: 0202 8948 5701

[**Director@rplc.org.uk**](mailto:Director@rplc.org.uk)