****

**Application Form**

**Position: Head of Inclusion & Diversity**

**Appointment: 2 Years Commencing April 2024**

**Job Description**

A member of the National Council, reporting to the Director of Legal & Governance, this role will act as the Head of Inclusion & Diversity, which shall be responsible for the development and well-being of all aspects of tenpin bowling. This role will include;

* Actively engaging with the National Council to ensure the culture of equality and opportunity within bowling is recognised and proactively celebrated within the BTBA
* To consult with bowlers to ensure that they feel recognised and valued as an integral part of bowling within the UK
* To bring to the attention of the National Council any matters of concern which are not adequately addressed
* To be a champion for participation in sport and specifically bowling
* To liaise with peers in other sports and National Governing Bodies to ensure best practise is shared across sport
* To stay abreast of developments from the International Bowling Federation with regard to Paralympic activities for bowling and report back to the National Council

Please complete and return this form by email to admin@btba.org.uk

**Section 1: Applicant Details**

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Postcode: |  |
| Telephone: |  |
| Email Address: |  |
| BTBA Number: |  |
| Date of Birth: |  |

**Reference Details**

Please supply details of up to 2 referees who agree to be contacted by the BTBA, if necessary. Referees must be over 18 years of age and must be listed below.

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Postcode: |  |
| Telephone: |  |
| Email Address: |  |
| BTBA Number: |  |
| Date of Birth: |  |

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Postcode: |  |
| Telephone: |  |
| Email Address: |  |
| BTBA Number: |  |
| Date of Birth: |  |

**Section 2: Personal Profile**

|  |
| --- |
| Current position e.g. member of Local Association and duties performed: |
|  |
| Previous position(s) held and brief description of duties: |
|  |
| Please indicate briefly (no more than 1500 words) why you are applying for this role. You should highlight any particular skills and previous experiences you feel make you a strong candidate for this position and any relevant training undertaken or qualifications held. |
|  |

**Section 3: Declaration**

I declare that, to the best of my knowledge and belief, the information provided in this Application Form is correct.

We are committed to safeguarding and promoting the welfare of children and expect all applicants to respect this commitment. This post is subject to an enhanced DBS check.

|  |  |
| --- | --- |
| Signature |  |
| Date |  |

**Section 4: For Office Use Only**

|  |  |
| --- | --- |
| Date application received |  |
| Date acknowledged |  |
| Date of interview (If applicable) |  |
| Position offered/accepted |  |
| Date DBS completed |  |

**Head Office Key Dates:**

|  |  |
| --- | --- |
| Activity | Date |
| Application closing date  | 29th March 2024 |
| Acknowledgements sent by | On Receipt |
| Applications sent to selection Committee by | 1st April 2024 |
| Selection Process  | 1st April 2024 |
| Candidates informed  | 5th April 2024 |