**Yoga and Movement Specialist**

**Wexford Mental Health Association**

**14.8 hours per Week -1 Year Fixed Term Contract**

* Applications must be made by way of Application Form only to wexfordmha@gmail.com or Theresa Goff, Wexford Mental Health Association, Henrietta Street, Wexford.
* Closing date for receipt of applications is Monday 18th November at 1.00p.m. (No late applications will be accepted).
* Any incomplete application forms will not be considered.
* Unsuccessful candidates for interview will be informed by letter.
* Successful candidates for interview will be informed by letter.
* The interview will be competency based on essential/desired qualifications/experience and competencies outlined above.
* Wexford Mental Health Association is an equal opportunities employer.
* Interview Dates and Start of Employment:
  + Interviews will be held on Tuesday 10th December 2019 in Gorey, Co. Wexford
  + Employment expected to commence January 2020, pending Garda clearance and receipt of relevant documentation as outlined in essential criteria.

1. **Guidelines:**

**Please complete this form accurately, giving as many details as possible of your skills and experience in relation to this job application. Short listing will be based on the information gathered in the form and the essential criteria for application outlined in the job description. Please read in conjunction with the job description and key skills/competencies. You will be advised of the outcome of your application in writing.**

**Please ensure that the finished form is printed out using Microsoft Word, or print out and complete the form in black ink and block capitals.**

1. **Applicants Details:**

**Personal Information**

|  |  |  |
| --- | --- | --- |
| **Title:** | **Surname:** | **First Name:** |
|  |  |  |

|  |
| --- |
| **Home Address:** |
|  |

|  |  |
| --- | --- |
| **Contact Details** | |
| **Home Number** |  |
| **Mobile:** |  |
| **E-mail:** |  |

1. **Education / Training**

Please tell us about your education and any qualifications which you feel are relevant to the Post. Include relevant courses which you are currently undertaking. Please start with your most recent

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of school/college/university/training body | Subject Studied | Full Time | Part Time | Qualification received | Date Gained |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. **Employment Record:**

**Please start with your most recent employment. Briefly describe the main duties and responsibilities of your post. If you wish to expand on specific areas of responsibility, please do so in Section 6: Experience/Skills. Please indicate if these posts were full time, part time, voluntary, a work placement initiative or other such work programmes, including C.E., Job Initiative, and Tús.**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1 Employer/Organisation** | | | | | | | | | | |
| **Name:** | | | | | | | | | | |
| **Address:** | | | | | | | | | | |
| **Job Title:** | | | | **Post** | | | | | **From:** | **To:** |
| **Full Time** | | | | **Part Time** |
|  | | | |  |
| **Brief Description of Duties:** | | | | | | | | | | |
| **Reason for leaving/changing** | | | | | | | | | | |
| **2 Employer/Organisation** | | | | | | | | | | |
| **Name:** | | | | | | | | | | |
| **Address:** | | | | | | | | | | |
| **Job Title:** | **Post** | | | | | | | | **From:** | **To:** |
| **Full Time** | | | | **Part Time** | | | |
|  | | | |  | | | |
| **Brief Description of Duties:** | | | | | | | | | | |
| **Reason for leaving/changing** | | | | | | | | | | |
| **3 Employer/Organisation** | | | | | | | | | | |
| **Name:** | | | | | | | | | | |
| **Address:** | | | | | | | | | | |
| **Job Title:** | | | **Post** | | | | | | **From:** | **To:** |
| **Full Time** | | | **Part Time** | | |
|  | | |  | | |
| **Brief Description of Duties:** | | | | | | | | | | |
| **Reason for leaving/changing** | | | | | | | | | | |
| **4 Employer/Organisation** | | | | | | | | | | |
| **Name:** | | | | | | | | | | |
| **Address:** | | | | | | | | | | |
| **Job Title:** | | **Post** | | | | | | | **From:** | **To:** |
| **Full Time** | | | | | **Part Time** | |
|  | | | | |  | |
| **Brief Description of Duties:** | | | | | | | | | | |
| **Reason for leaving/changing** | | | | | | | | | | |

1. **Experience/Skills**

**This section is for you to give specific information to support your application. Please use a maximum of 400 words per question. For each Question Area you are given a description of a skill or quality. You are then asked to describe a situation, from your own experience, which you think is the best example of what YOU have done which demonstrates this skill or quality. It is essential that you describe how you demonstrated the skill or quality in question. Your experience need not have to be gained in paid employment and may include voluntary work, special interests relevant to the post.**

Some guidelines for presenting yourself well are given below:-

* **Give specific examples** – most questions will ask you to describe an example of when you have demonstrated a skill: try to do this concisely but with enough detail so that the reader will be clear about **what you actually did**.This detail might include information about timescales, the number of people involved etc. It can help to use bullet points so that the sequence of events is clear to the reader.
* **Give a range of examples** – if possible, base your answers on different situations or challenges you faced rather than rely on just one experience. This helps the reader to evaluate how you tackle different challenges and not just your behaviour in a ‘one off’ situation.
* **Be concrete rather than theoretical** – a clear description of **how you actually behaved** in a particular situation (and why) is of much more use to the reader than a vague or general description of what you consider to be desirable attributes.

|  |
| --- |
| Knowledge and Experience Relevant to the Role:  Please provide below SPECIFIC DETAILS from your experience to date that you feel help you meet the requirements for this post as detailed in the Job Specification.  Maximum word count: 400 |
|  |

**Competencies / Skills:**

|  |
| --- |
| A. Planning and Managing Resources  It is important for the Yoga and Movement Specialist to be able to plan and prioritise their workload effectively. The Yoga and Movement Specialist will demonstrate innovation in aiming to work within available resource allocations to sustain and enhance the service. They will be required to be creative and resourceful in sourcing resources, partnerships and opportunities to enhance their role and the project. *In the space below, please give an example of a situation where you best demonstrated your ability in this area.*  Maximum word count: 400 |
|  |
| B. Team Player  It is important that a Yoga and Movement Specialist can work independently as well as part of a wider team, and community, building and maintaining relationships and understanding and valuing individuals and their respective professional and community roles. S/he maintains open communication channels with team members and others as appropriate. S/he reacts constructively to setbacks and is able to both give and receive feedback. *In the space below, please give an example of a situation where you best demonstrated your ability in this area.*  Maximum word count: 400 |
|  |
| **C. Commitment to Providing a Quality Service**  The Yoga and Movement Specialist is adaptable and open to change in striving to ensure high standards in the service of today. S/he ensures that all service users are treated with dignity and respect and ensures that the welfare of the service user is a key consideration at all times. S/he monitors and reviews his/ her own work to ensure its quality and accuracy. S/he demonstrates self-directed learning and the ability to integrate new learning into practice. *In the space below, please give an example of a situation where you best demonstrated your ability in this area.*  Maximum word count: 400 |
|  |
| **D. Communication and Collaboration**  The Yoga and Movement Specialist fosters open communication and has excellent verbal and non-verbal communication skills. S/he communicates and educates at the appropriate level for the service user/professional etc. and modifies language for the listener. S/he has excellent professional interaction skills with the ability to develop effective working relationships with others, motivate others and collaborate effectively as part of a team and community stakeholders. *In the space below, please give an example of a situation where you best demonstrated your ability in this area.*  Maximum word count: 400 |
|  |
| **E. Programme Development**  The Yoga and Movement Specialist will demonstrate skills in carrying out research and needs analysis relevant to the delivery of the yoga and movement programmes within their role. They will be required to design programmes based on best practice and the needs of the participants. They will be required to have the necessary competencies to delivery and evaluate music based programmes. The Yoga and Movement Specialist will be required to work collaboratively with the stakeholders within the project to evaluate it and have the skills to create a plan for sustainability of the role. S/he has excellent problem solving skills and uses these to help individuals achieve personal goals and maximize their full potential. S/he advocates and campaigns for the best interests of clients at all times. *In the space below please give an example of a situation where you best demonstrated your ability in this area.*  Maximum word count: 400 |
|  |
| **F. Networking**  A large part of the role of the Yoga and Movement Specialist involves networking with multiple stakeholders, developing relationships with relevant agencies, and promoting their role to individuals, team members and the wider community. The Yoga and Movement Specialist is a strong communicator who can foster relationships, negotiate with and persuade others, meet targets and demonstrate strong resilience. *In the space below please give an example of a situation where you best demonstrated your ability in this area.*  Maximum word count: 400 |
|  |

1. **References:**

**Please give name, address and position/occupation of two referees. One must be your present or most recent employer. References will only be taken up for the successful candidate. Testimonials or references from friends and relatives are not acceptable.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | | | |
| **Position:** | | | |
| **Organisation:** | | | |
| **Address:** | | | |
| **Contact Details** | **Work:** | **Mobile** | **E-Mail** |
| **Name:** | | | |
| **Position:** | | | |
| **Organisation:** | | | |
| **Address:** | | | |
| **Contact Details** | **Work:** | **Mobile** | **E-Mail** |

1. **Declaration and Signature**

|  |
| --- |
| **The information supplied in this application form is accurate to the best of my knowledge.**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Signed Date** |

By signing and returning this application form you consent to the Wexford Mental Health Association using the information about you, or third parties such as referees, relating to your application of future employment. This information will be used solely in the recruitment process and will be retained for six months from the date on which you were informed whether you have been invited to interview, or six months from the date of interview.