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| PROPOSAL FORM**Post / Project Title**: AccessHE NCOP Schools Delivery Consultant |
| 1. YOUR DETAILSPlease provide the following details: |
| **Full name**: |  | **Job title**: |  |
| **Home address**: |  |
| **Email address**: |  |
| **Telephone number**: |  |

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| 2. YOUR EXPERIENCE AND TRAININGWith reference to the ‘*Role requirements*’ section of the **Call for proposals** document, please complete the following (NOTE: 250 word limit for each response): |
| *Please describe any experience you have related to designing and delivering HE progression activities to young people:* |
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| *What experience do you have of working on educational projects?:* |
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| *Please describe any experience you have of working on projects focused on the education of those from disadvantaged backgrounds:* |
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| *How would you evidence your oral and written communication skills including the ability to convey complex information with clarity to a range of audiences?:* |
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| *Please describe your ability to work autonomously; organising, prioritising and taking personal responsibility for own work and deadlines:* |
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| *Please evidence your ability to work effectively as a member of a team and your own initiative to meet goals:* |
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| *We are looking for someone able to travel to schools in Barking, Dagenham and Havering. The role will require at times working in different schools on the same day and travel between them. How would you be able to meet this requirement?* |
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| *Please tell us about any relevant training you have undertaken:* |
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| *Please tell us about any relevant professional qualifications and/or current professional memberships you have:* |
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| 3. REFERENCESPlease give details of two referees. A referee should be someone you know in a professional capacity and one must be your present or most recent employer or, if appropriate, a suitable alternative, such as a tutor: |

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| Reference 1 |
| **Name**: |  | **Job title**: |  |
| **Relationship**: |  |
| **Email address**: |  |
| **Telephone number**: |  |

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| Reference 2 |
| **Name**: |  | **Job title**: |  |
| **Relationship**: |  |
| **Email address**: |  |
| **Telephone number**: |  |