

**Application form for INVOLVE Advisory Group membership**

**2018**

All questions which you are required to complete are marked with an asterisk (\*).

Interviews will take place on 19th and 20th April 2018 in Southampton.

**1. Your personal and contact details**

|  |
| --- |
| **\*1a. Name and title** (e.g. Mr / Mrs / Ms / Dr) |

|  |
| --- |
| **\*1b. Address** (including postcode) |

|  |
| --- |
| **\*1c. Preferred daytime telephone number** (please provide at least one)  Home:  Work:  Mobile: |

|  |
| --- |
| **1d. Email address** |

**2. Your background and perspective**

|  |
| --- |
| **\*2a. Which of the following best describes the main perspective that you would bring to INVOLVE. (please only tick one)**  **Patient/Service User/Consumer**  **Carer (including family member, parent, supporter)**  **Person from a voluntary sector organisation**  **Researcher**    **User researcher**  **If none of these perspectives apply to you please write your answer below:** |

|  |
| --- |
| **2b. Anything else you would like us to know about the perspectives that you would bring?** |

**3. Current/previous work and group membership**

|  |
| --- |
| **3a. Please list any paid or unpaid work that you are currently undertaking (this does not need to be specifically linked to public involvement) and any relevant groups that you contribute to. Please briefly outline your roles and responsibilities:** |

|  |
| --- |
|  |

**4. Skills and experiences**

|  |
| --- |
| **\*4a. Please tell us why you wish to become an Advisory Group member (max 200 words)** |

|  |
| --- |
| **\*4b. What skills, qualities or relevant experience will you bring to the Advisory Group? Please refer to the role description and the person specification (max 400 words)** |

**5. Your support requirements**

|  |
| --- |
| **If you have any support requirements to ensure you can take part in the recruitment and selection process please tell us about them here.** (This may include documents in a particular format, support with communication or meetings, travel requirements, carer, childcare or personal assistant costs, etc.) |

**References**

|  |
| --- |
| **\*6a. Please supply contact details for two referees. These do not need to be your current or previous employer unless you are applying as a non-public member. We will be contacting your referees before interview if you are shortlisted.**  **1.**  **2.** |

**Your contact with INVOLVE**

|  |
| --- |
| **7a. How did you hear about this opportunity e.g. INVOLVE website, Twitter, People in Research website, from a colleague, other sources?** (Please give details) |

**7b. If you are not successful on this occasion, would you like to be contacted about other opportunities to contribute to INVOLVE? Your information will be kept on a database and only be used to contact you for this purpose.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes |  | No |

**\*8. Your declaration**

I agree to this information only being used for legitimate purposes connected with the recruitment to the INVOLVE Advisory Group. We will not share any of your information with other organisations. We will only keep this information for the duration of your involvement with INVOLVE.

I declare that the information that I have given is, to the best of my knowledge or belief, true and complete.

**Signature …………………………………………………………………Date …………………….**

**If you need any more information or if you have any questions about your application please contact the Coordinating Centre.**

**Please email (with INVOLVE Advisory Group in the subject line) or post this form to:**

INVOLVE

Alpha House

University of Southampton Science Park

Chilworth

Southampton

SO16 7NS

Tel 02380 595628

**Email:** [**involve@nihr.ac.uk**](mailto:involve@nihr.ac.uk)

**Please return the form by midnight 5th April 2018.**

**Interviews are scheduled for 19th and 20th April 2018 in Chilworth, Southampton.**

Please note that if you have not also submitted your Diversity & Monitoring form we will not be able to accept your application

**#Email applications:** we will send you an email confirming receipt of your application. If you do not receive confirmation please resend your application and/or telephone us.