



Application Form ARC Scotland Associate

Please fill out this form if you would like to apply to become an ARC Scotland Associate. The closing date for applications is **Monday 22nd November**.

ARC Scotland Associates are 'self-employed consultants'. This means if you are successful in your application:

- You may be invited by ARC Scotland to do some paid work.
- It is up to you to decide to do this work or not.
- We will pay you £20.50 for every hour you work.
- We will pay you £7.75 per hour for your travel time, plus travel expenses.
- We will link you with support to check how this might affect any benefits you get, and any tax you might need to pay.
- We cannot promise that we will offer you work.

ARC Scotland can give you help and advice to understand what it means to be a 'self-employed consultant'.



Your details

Name:

Address:

.....

.....

Phone:

Email:



Personal Statement

We want you to tell us why you want to be an ARC Scotland Associate.

We would like you to tell us what knowledge, experience, skills and qualities you have that makes you able to do the work. Please look at the Person Specification to help you to answer this.

You can write or type your answer here in the space below, or you can send a video or audio (sound) recording.

Please say why you want to be an ARC Scotland Associate:

(You can continue on a separate piece of paper if you need to)

Please tell us what **knowledge, experience, skills and qualities** you have to be an ARC Scotland Associate.
(You must be able to show that you can do all of the things in the 'important' column of the Person Specification)

(You can continue on a separate piece of paper if you need to)

Disclosure Scotland

ARC Scotland will need NIN Associates to have their criminal record checked by Disclosure Scotland.

Do you agree to having a Disclosure Scotland check?
Tick one box

YES

NO

Do you have any other connections with ARC Scotland?
Tick one box

YES

NO

If yes, please explain:



Referee

Please give the name and contact details of someone who can give a reference on your behalf.

(Note: this cannot be someone from ARC Scotland).

Details of referee:

First name:

Last name:

Phone number:

Email:

Relationship to you:

Do you agree to your referee being contacted by ARC Scotland?

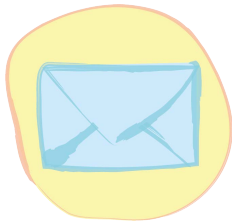
Tick one box

YES

NO

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Please send your application to



By post:
**ARC Scotland
Unit 12, Hardengreen
Business Centre
Eskbank, Dalkeith
Midlothian
EH22 3NX**

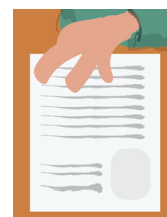


By email: **diane.eaton@arcuk.org.uk**



If you need help with this form or sending in a film, contact us by email or phone:
0131 663 4444

If you would like a paper copy of this form sent out to you, phone 0131 663 4444 or email Diane diane.eaton@arcuk.org.uk



People who are picked will be invited to an informal interview. This will be in the afternoon on Tuesday 30th November and Wednesday 1st December. Please keep these times free if you can.