**Equity and Diversity –**

**recruitment and selection**

|  |
| --- |
| Unlimited Potential is committed to the fair treatment of everyone. It seeks to ensure that people’s differences are reflected throughout its affairs. We want to reflect the diverse communities with whom we work. |
| Monitoring helps to identify trends and significant differences between groups, and then to explore why these exist. It helps us to check whether we are treating all people fairly, and to remove any unfair barriers, so that everyone has equal opportunities for employment. |
| Please answer each question. Your response will be treated in confidence. You do not need to identify yourself. This form will be separated from your Job Application, and will not be used in the selection process. |

| **Post** | |
| --- | --- |
| Position applied for: |  |
| Code on advertisement: |  |

| **Age** | | | |
| --- | --- | --- | --- |
| Under 18 🞏 | 18-25 🞏 | 26-35 🞏 | 36-45 🞏 |
| 46-55 🞏 | 56-65 🞏 | 66-75 🞏 | Over 75 🞏 |
| Prefer not to say 🞏 | | | |

| **Sex** | | |
| --- | --- | --- |
| Female 🞏 | Male 🞏 | Prefer not to say 🞏 |

| **Gender Reassignment** |
| --- |
| Are you a transsexual person – proposing to, undergoing or having completed a process to change your sex? Yes 🞏 No 🞏 |
| Prefer not to say 🞏 |

| **Marriage or Civil Partnership** |
| --- |
| Are you married or in a civil partnership? Yes 🞏 No 🞏 |
| Prefer not to say 🞏 |

| **Disability** |
| --- |
| Do you have a physical or mental impairment (including severe disfigurement and progressive conditions) that has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities? Yes 🞏 No 🞏 |
| If yes, please state: |
| Prefer not to say 🞏 |

**Please turn over . . .**

| **Caring Responsibilities** |
| --- |
| Do you spend a significant proportion of your time providing unpaid support to a person who is ill, frail, disabled or has mental health or substance misuse problems? Yes 🞏 No 🞏 |
| Prefer not to say 🞏 |

| **Race** (includes colour, nationality, and ethnic or national origins) | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Asian | Bangladeshi 🞏 | | Indian 🞏 | | Pakistani 🞏 | |
| Other 🞏 please state: | | | | | |
| Black | African 🞏 | | | Caribbean 🞏 | | |
| Other 🞏 please state: | | | | | |
| Chinese | Chinese 🞏 | | Other 🞏 please state: | | | |
| White | English 🞏 | Irish 🞏 | | Scottish 🞏 | | Welsh 🞏 |
| Other 🞏 please state: | | | | | |
| Mixed Heritage | White & Asian  🞏 | | White & Black African 🞏 | | White & Black Caribbean 🞏 | |
| Other 🞏 please state: | | | | | |
| Other | Other 🞏 please state: | | | | | |
| Prefer not to say 🞏 | | | | | | |

| **Religion or Belief** | | |
| --- | --- | --- |
| Buddhist 🞏 | Christian 🞏 | Hindu 🞏 |
| Jewish 🞏 | Muslim 🞏 | Sikh 🞏 |
| None 🞏 | Other 🞏 please state: | |
| Prefer not to say 🞏 | | |

| **Sexual Orientation** | | |
| --- | --- | --- |
| Bisexual 🞏 | Gay or lesbian 🞏 | Heterosexual 🞏 |
| Prefer not to say 🞏 | | |

| **Criminal Record** |
| --- |
| Do you have any “unspent” convictions, as defined in the Rehabilitation of Offenders Act 1974? Yes 🞏 No 🞏 |
| Prefer not to say 🞏 |

| **Return** |
| --- |
| When completed, please return this form, together with the Job Application form and the Personal Details form, to:  email: [info@unlimitedpotential.org.uk](mailto:info@unlimitedpotential.org.uk)  post: Unlimited Potential, Innovation Forum,  51 Frederick Road, Salford M6 6FP  **Thank you.** |