

## How to apply

<p><b>How to apply</b></p>	<p>We are seeking to appoint one Chair and between seven and eleven Members. Appointments will be made based on a combination of your written application, video submission and interview.</p> <p>To apply please visit our recruitment partner's website at: <a href="http://www.gatenbysanderson.com/GSe79675">www.gatenbysanderson.com/GSe79675</a> or by using the 'search for jobs' function at <a href="http://www.gatenbysanderson.com">www.gatenbysanderson.com</a> and entering MOPAC or the reference number 79675.</p> <p>Register and submit the following to us no later than <b>08:00BST Monday 9 May 2022</b>:</p> <ol style="list-style-type: none"> <li>1. A tailored CV (<b>maximum of 2 pages</b>), setting out your work history (paid or voluntary), responsibilities and achievements as they relate to this role;</li> <li>2. Two answers (<b>in no more than 400 words per answer</b>) making the most of your professional, voluntary or personal experience to the following questions:             <ol style="list-style-type: none"> <li>i. What specific skills and experiences will you bring to the work of the ERG and why do you think they are important?</li> <li>ii. When have you been most proud of delivering as part of a team to achieve a relevant, common goal?</li> </ol> </li> <li>3. We want to see and hear your passion for this role, and are inviting all applicants to record and submit a video message (<b>of no more than 2 minutes in length</b>) to accompany and strengthen their application. This is your opportunity to portray yourself beyond the formality of the written word. Please record your answer to the following question?             <ol style="list-style-type: none"> <li>i. What would success look like for you personally, and for London, after you have served three years on the ERG?</li> </ol> </li> <li>4. <b><u>Applicants for Chair only:</u></b> If you are applying to be Chair the ERG, in addition to responses to the three questions above, please also submit your answer (<b>in no more than 600 words</b>) to the following two-part question:             <ol style="list-style-type: none"> <li>i. Describe when have you been most proud as Chair, of bringing together a wide range of disparate views and achieving consensus?</li> <li>ii. What was the outcome of this example?</li> </ol> </li> <li>5. If successful at the longlist stage you will be asked to provide the following:             <ul style="list-style-type: none"> <li>• The names and contact details of two referees. Please note that referees will only be contacted if you are selected for final panel interview;</li> <li>• Relevant identification (i.e. Passport/driving licence).</li> </ul> </li> </ol> <p>During your online registration process, you will be asked to submit <b>diversity monitoring information</b>. This is very important and will be kept entirely separate from the application process. You will also be asked if you are applying for a guaranteed interview through the <b>Disability Confident</b> scheme.</p> <p>Should you encounter any issues with your online application please contact <a href="mailto:charley.cordrey@gatenbysanderson.com">charley.cordrey@gatenbysanderson.com</a> quoting the job title/reference number.</p>
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