

Application Form

Membership is FREE

Registered Charity Number 1136202



EAST BERKSHIRE
EXECUTIVE JOB CLUB

About You		Surname	Forenames
<input type="text"/>		<input type="text"/>	<input type="text"/>
Date of birth dd/mm/yyyy			
<input type="text"/>		<input type="text"/>	<input type="text"/>
<input type="text"/>		<input type="text"/>	<input type="text"/>
Address (current)	House No. / Name & Street		Suburb / Village
	<input type="text"/>		<input type="text"/>
Home Postcode	Town / City		County
	<input type="text"/>		<input type="text"/>
<input type="text"/>		Contact Telephone No.	<input type="text"/>
<input type="text"/>		Mobile Phone	<input type="text"/>
E mail			
<input type="text"/>			
About your former job:		Disability / Learning Difficulty / Ethnicity	
Date employment ceased - dd/mm/yyyy		01 Visual impairment	
<input type="text"/>		02 Hearing impairment	
<input type="text"/>		03 Disability affecting mobility	
Profession and or industry		04 Other physical disability	
<input type="text"/>		05 Other medical condition e.g. epilepsy	
Last position held		06 Emotional / Behavioural difficulties	
<input type="text"/>		07 Mental health difficulty	
Did you receive outplacement?		08 Temporary disability after illness e.g. post viral or accident	
<input type="text"/>		09 Profound complex disabilities	
Where did you learn about the East Berkshire Executive Job Club? i.e. Job Centre Maidenhead, Job Centre Slough or other please specify:		10 Aspergers syndrome	
<input type="text"/>		90 Multiple disabilities	
I have read and accept the EAST BERKSHIRE EXECUTIVE JOB CLUB Charter - see overleaf Page 2.		97 Other	
I also agree to any of the above personal details being maintained on computerised records and being shared with other members [with my consent] for job search purposes only. In addition I agree to allow my data to be consolidated into summary documents for reporting and fund raising purposes.		98 No disability	
Signature		99 Not known/information not provided	
Do you wish to join as a:		L16 Learning difficulty	
Member		01 Moderate learning difficulty	
Member/Volunteer		02 Severe learning difficulty	
Volunteer only		10 Dyslexia	
<input type="checkbox"/>		11 Dyscalculia	
Date		19 Other specific learning difficulty	
<input type="checkbox"/>		20 Autism spectrum disorder	
Tick this box if you agree to receive e-mails informing you of club activities.		90 Multiple learning difficulties	
<input type="checkbox"/>		97 Other	
		98 No learning difficulty	
		99 Not known/information not provided	
		L12 Ethnicity	
		11 Asian or Asian British - Bangladeshi	
		20 Mixed - White and Black African	
		12 Asian or Asian British - Indian	
		21 Mixed - White and Black Caribbean	
		13 Asian or Asian British - Pakistani	
		22 Mixed - Any other mixed background	
		14 Asian or Asian British - Other Asian background	
		23 White - British	
		15 Black or Black British - African	
		24 White - Irish	
		16 Black or Black British - Caribbean	
		25 White - Other White background	
		17 Black or Black British - Other Black background	
		98 Any Other	
		18 Chinese	
		99 Not known/Not provided	
		19 Mixed - White and Asian	

Important: Any advice, information or assistance is given or offered by East Berkshire EJC free of charge and in good faith. No liability whatsoever will accrue to East Berkshire EJC or any person acting on its behalf for any loss or damage suffered or alleged to have been suffered by any person as a result of such advice, information or assistance.

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Charter

The **East Berkshire Executive Job Club** is a self-help club for professionals, executives and managers, typically aged 45-plus in the area who are seeking a new job. It aims to provide a caring environment to restore your self-confidence and support you during your search for new employment.

What the East Berkshire Executive Job Club can do for you!

The East Berkshire Executive Job Club will provide free information, advice and support to you to help you rebuild your career and restore your self-confidence. To this end we offer the following opportunities:

- To meet other members and share experiences in job seeking
- To attend regular weekly meetings that will improve your understanding of the skills for seeking jobs and give you practical guidance
- To hear speakers who are familiar with current job search techniques such as planning your self-marketing campaign, preparing CVs, responding to adverts, networking, preparing and attending interviews etc.
- To participate in group discussions and share ideas and experiences
- To receive advice from our volunteers on a 1-to-1 basis on any particular job search topic and how to cope with the problems associated with being out of work
- To access, as determined by us, specific information and services, including career planning, a jobs database (where available) and interview training.

If at any time, you are not satisfied with our performance, please ensure that one of our officers knows, and we will do our best to rectify any problems. If you are still not satisfied you can make a formal complaint which will be dealt with thoroughly through our complaints procedure.

What can you do for the East Berkshire Job Club!

The job club draws on the time and talents of many individuals who generously donate their services for you. To derive maximum benefit you agree to:

- Attend our weekly meetings as regularly as you can and be prepared to contribute actively
- Bring your experiences of job seeking and share them informally with other members
- Assist other members by using your skills and contacts to help them
- Keep the job club informed of your progress towards a new career
- Assist when you can to the running of the club by speaking at, hosting or chairing a meeting or some other way of helping to run the organisation.
- When you are re-employed, to recognise the East Berkshire Executive Job Club's contribution to your success and if possible volunteer to help us in whatever way you can.
- Help us gain additional funding by actively participating in activities, completing any extra registration and evaluation documentation required by funders. – Thank you in advance

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