*OBESSU Programme Coordinator*

*APPLICATION FORM*

Deadline: **10th of July 2016, 23:59 CET**

*Please note that this form needs to be sent to OBESSU Secretariat (*[*jobs@obessu.org*](mailto:jobs@obessu.org)*) together with your CV.*

**PART 1: Applicant's personal data**

|  |  |  |  |
| --- | --- | --- | --- |
| Surname | First name(s) | |  |
| Address in full | Email address | | Date of birth |
| Telephone number | Nationality | |

Do you have a right to live and work in Belgium?

If appointed, when could you start? (Give period of notice if applicable.)

**PART 2: Applicant's profile**

1. What is your motivation to apply to this position in OBESSU? (max 500 words)

2. How does your profile fit the criteria (skills, experience, knowledge) mentioned in the call? (max 300 words)

**PART 3: Task-based questions**

3. Draft a set of selection criteria for micro-grants (seed-funding) that will support initiatives on the issue of Educational Integration of Migrant and Refugee Students, offered to OBESSU Member Organisations. (max 500 words)

4. Imagine that we awarded the seed funding to several Member Organisations. Prepare a mentoring / support scheme for those Organisations, for the implementation and reporting period. (max 500 words)

4. References

Please give details of two referees, one of whom should be your most recent employer. If you are in, or have just completed full-time education, one referee should be from your school, college or university. Referees must not be related to you, or writing solely in the capacity of a friend, and must be able to comment on your skills and abilities in relation to the post.

References will be taken up after interview. Only the selected candidates’ references will be checked.

|  |  |
| --- | --- |
| Name: | Name: |
| Tel no: | Tel no: |
| Email: | Email: |
| Occupation/Relationship: | Occupation/Relationship: |
| How long has this person known you? | How long has this person known you? |
| I agree to this reference being taken up if an offer of employment is made:  Yes  No | I agree to this reference being taken up if an offer of employment has been made:  Yes  No |