

Trainee Counsellor – Placement Application Form

Please answer all the questions below in full. This information is a requirement for all counselling placement opportunities and an interview will not be offered without the completion of an application form.

Please return the completed form by email to contact@southkentmind.org.uk.

Please note that due to limited placement opportunities and high levels of demand we may be unable to process your application until a new space becomes available, however we will endeavour to keep you updated.

Personal Details

Title:	First Name:	Surname:
Address:		
(If you have lived at this address for less than 3 years, please provide your previous address in the space below)		
Phone/Contact Number(s):	Email:	

Why are you applying for this placement?

(Please include the reasons why you think you would be suitable and the experience/abilities you would bring to the role.)

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Training Details

(Please provide details of the counselling course you are currently undertaking.)

Training Provider Name:	
Address:	
Name of Course:	
Course Contact:	
Name of Tutor:	
Contact Phone Number(s):	
Contact Email:	

Evidence of BACP/UKCP membership?

YES

NO

Fitness to Practice certificate?

YES

NO

Counselling Qualifications

(Please list all relevant qualifications you have already completed.)

College/University	Qualification	Grade	Date Achieved

Availability

(Please include times when you would be available.)

Day	Confirm Availability	Times
Mondays	<input type="checkbox"/>	
Tuesdays	<input type="checkbox"/>	
Wednesdays	<input type="checkbox"/>	
Thursdays	<input type="checkbox"/>	
Fridays	<input type="checkbox"/>	

References

(Please provide two referees; one should be your most recent employer/placement manager/course tutor.)

	Referee 1	Referee 2
Name		
Position		
Relationship to you		
Address		
Phone Number(s)		
Email		

Additional Information

Are you related to any trustee/employee/service user at **South Kent Mind**? YES NO

Do you have a personal/social relationship with any trustee/employee/service user? YES NO

Under the Rehabilitation of Offender Act 1974, all criminal convictions must be disclosed. Failure to do so will result in immediate termination of employment. Please disclose below any spent convictions or cautions, reprimands or final warnings given to you by the police or any other information that may have a bearing on your suitability for this placement:

If you do **not** have any convictions, please tick the box here:

Declaration

The information provided by me, to the best of my knowledge, is correct. I understand that my application will be disqualified, or after appointment, disciplinary action taken, if I have knowingly given false information. I consent to this information being checked by South Kent Mind and for it to be used during the recruitment process. I understand that in the event of a successful application, an enhanced disclosure will be sought from the Disclosure and Barring Service.

Signed:

Date:

Consent

I give my consent to **South Kent Mind** contacting my course tutor(s) and/or supervisor(s) for the purposes of this placement.

Signed:

Date:

How did you hear about our placement opportunities?