|  |
| --- |
| **Recruitment monitoring form** |

**Help us to help you**

Healthwatch Norfolk is committed to achieving fairness and equality in employment judging candidates solely on their skills and ability to do their job and working towards a workforce which represents the population of Norfolk. The following information helps us identify the groups we are attracting applications from, and assists in workforce planning, including recruiting and training future workforce entrants.

To help us monitor the reality of our diversity policy please complete this monitoring form. We cannot assess the effectiveness of our policy without it.

The information supplied in this section is strictly confidential and does not form part of your application.

|  |  |  |  |
| --- | --- | --- | --- |
| **Post title\*** |  | **Post reference** |  |
|  |  |  |  |
| **First name\*** |  | **Surname\*** |  |

**Gender \*   
Tick one or more as applicable**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Male |  |  | Female |  |
|  | Non-binary |  |  | Genderfluid |  |
|  | Genderqueer |  |  | Intersex |  |
|  | Prefer not to say |  |  | Prefer to self-describe: |  |

**Is your gender the same as the sex you were assigned at birth?**

|  |  |
| --- | --- |
|  | Yes |
|  | No |
|  | Prefer not to say |

**Nationality \***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | British |  | Bulgarian |  | Hungarian |  | Indian |
|  | Latvian |  | Lithuanian |  | Polish |  | Portuguese |
|  | Australian |  | South African |  | American |  | Prefer not to say |
|  | Other |  |  |  |  |  |  |

|  |  |
| --- | --- |
| If you feel the choices do not provide a suitable option, |  |
| please write how you would describe your nationality |  |

**Country of birth\***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Britain |  | Bulgaria |  | Hungary |  | India |
|  | Latvia |  | Lithuania |  | Poland |  | Portugal |
|  | Australia |  | South Africa |  | America |  | Prefer not to say |
|  | Other |  |  |  |  |  |  |

|  |  |
| --- | --- |
| If you feel the choices do not provide a suitable option, |  |
| please write how you would describe your country of birth |  |

|  |  |  |
| --- | --- | --- |
| **Year of entry into the UK \*** (yyyy) |  | Date of initial entry to the UK (first date you entered or year of birth if you have always lived here) |

**Religion/Belief \***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Buddhist |  | Christian |  | Hindu |  | Jewish |
|  | Muslim |  | No religion |  | Sikh |  | Prefer not to say |
|  | Other |  |  |  |  |  |  |

|  |  |
| --- | --- |
| If you feel the choices do not provide a suitable option, |  |
| please write how you would describe your religion |  |

**Marital Status\***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Single |  | Cohabitating |  | Married |  | Civil Partnership |
|  | Separated |  | Divorced |  | Widowed |  | Prefer not to say |

**Your Sexual Orientation \***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Bisexual |  | Gay or Lesbian |  | Heterosexual or straight |  |
|  | Pansexual |  | Prefer not to say |  | Other |  |

|  |  |
| --- | --- |
| If you feel the choices do not provide a suitable option, |  |
| please write how you would describe your sexual orientation |  |

**Your Ethnic Group \***

|  |  |
| --- | --- |
|  | Arab |
|  | Asian / Asian British: Bangladeshi |
|  | Asian / Asian British: Chinese |
|  | Asian / Asian British: Indian |
|  | Asian / Asian British: Pakistani |
|  | Asian / Asian British: Any other Asian / Asian British background |
|  | Black / Black British: African |
|  | Black / Black British: Caribbean |
|  | Black / Black British: Any other Black / Black British background |
|  | Mixed / Multiple ethnic groups: Asian and White |
|  | Mixed / Multiple ethnic groups: Black African and White |
|  | Mixed / Multiple ethnic groups: Black Caribbean and White |
|  | Mixed / Multiple ethnic groups: Any other Mixed / Multiple ethnic groups background |
|  | White: British / English / Northern Irish / Scottish / Welsh |
|  | White: Irish |
|  | White: Gypsy, Traveller or Irish Traveller |
|  | White: Roma |
|  | White: Any other White background |
|  | Any other ethnic group |
|  | Prefer not to say |
|  | Not known |

|  |  |
| --- | --- |
| If you feel that none of the above choices provides a suitable |  |
| option please write how you would describe your ethnic group |  |

**Your Disabled Status**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Do you consider yourself to have a disability as defined by the Equality | Yes |  | No |  |
| Act 2010? \* Please see Appendix 2 |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Yes |  | No |  |
| I may require reasonable adjustments to be implemented \* |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If I have indicated yes above, and I am offered the job, I give my consent | Yes |  | No |  |
| for my manager to be advised that I would like a meeting to be arranged |  |  |  |  |
| to discuss adjustments with me in more detail. |  |  |  |  |

**Information about arrangements to discuss reasonable adjustments**

A member of Healthwatch Norfolk will contact you to arrange a convenient time for you to meet with them to discuss the reasonable adjustments you may need in order to carry out the role, and for you to discuss any issues or concerns you may have.

It would be helpful if you could consider what sort of adjustments may assist you in the role before this meeting but if you are not sure about this, or do not identify everything you might need at the meeting don't worry. Once you have taken up your role, your manager will give you the opportunity to discuss further adjustments.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |  | Date |  |