Woodward Buildings

Sub-Warden Application Form 2020/21

**Section A - Personal Details**

Name:

Preferred contact telephone number:

Imperial e-mail:

CID Number:

**Section B – Current study details**

Your postgraduate study start date:

Department:

Immediate supervisor’s/line manager’s name and extension:

Study end date:

**Section C - Supporting Statement**

**Please write a statement that outlines how your knowledge and experience would support you in undertaking the role of Warden/Assistant Warden. Please include:**

* Reason for applying for the post
* How your knowledge and experience would allow you to fulfil the responsibilities set out in the role description
* Your experience of working with students in a pastoral capacity
* Any previous experience of living and/or working in a student residential environment
* Any other relevant information

**Please provide your supporting statement here (no longer than one page):**

**How to apply**

All applications should be made by email to woodward.wardens@imperial.ac.uk

**Closing Date for Applications: Sunday 10th January 23:59.**

**Interviews will take place on w/c 11th January.**

**In submitting this application, you confirm that all the information provided is accurate to the best of your knowledge.**

**Shortlisted candidates will need to demonstrate that they will meet all the essential requirements listed in the role description.**

**This post is exempt from the Rehabilitation of Offenders Act 1974 and a satisfactory Disclosure and Barring Service (DBS) check is required for the successful candidate.**

**Referees**

Applicants require two references. One referee should be your supervisor as outlined in section B, the second referee is the candidate’s choice.

The reference from your supervisor must include an indication of their support for your application.

Please **contact your referees directly** and request that they send references to woodward.wardens@imperial.ac.uk at the same time as your application.