A group of people holding hands

AI-generated content may be incorrect.

“Creating sustainability by imbuing independence and strength into organisations;

supporting services to be more effective and efficient”

**Pre-interview questionnaire**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **We positively encourage applications from LGBTQ+ applicants & LGBTQ+ with disabilities** | | | | |
| Do you consider yourself to have any of the following? | | | Yes  No | |
| If **Yes,** please tick one or more of the following boxes: | | | | |
| **Disability, Learning Disability/Difficulty or Autism** | | | | |
| Visual Impairment |  | Asperger’s Syndrome | |  |
| Hearing Impairment |  | Temporary disability after illness or accident | |  |
| Disability affecting Mobility |  | Speech, Language and Communication Needs | |  |
| Profound Complex Disabilities |  | Other Physical disability | |  |
| Social and Emotional Difficulties |  | Other specific learning difficulty (e.g. Dyspraxia) | |  |
| Mental Health Difficulty |  | Other medical condition (e.g. epilepsy, asthma, diabetes | |  |
| Moderate Learning Disability |  | Other Learning Difficulty | |  |
| Severe Learning Disability |  | Other Disability | |  |
| Dyslexia |  | Prefer not to say | |  |
| Dyscalculia |  | Not provided | |  |
| Autism Spectrum Conditions |  |

|  |  |
| --- | --- |
| Do you have an Education, Health and Care Plan? | Yes  No |
| Do you have a Learning Disability/Difficulty Assessment? LLDD | Yes  No |
| Do you consider yourself to require any support? | Yes  No |
| If **Yes,** what support do you require? | |
|  | |

Your Name: ……………………………………………………………………………………….

Address:

……………………………………………………………………………………….

……………………………………………………………………………………….

Telephone:

……………………………………………………………………………………….

Email address:

……………………………………………………………………………………….

Position Applied for: LGBTQ+ Outreach

Date:

# Email: [Admin@il-org.uk](mailto:Admin@il-org.uk) Office: 01923 231660 Website: [www.il-org.uk](http://www.il-org.uk)

**Registered Office Address:**

The Old Free School, George Street, Watford, Hertfordshire WD18 0BX

Registered Charity No. 1203136

**Essential Criteria**

|  |  |  |
| --- | --- | --- |
| 1. **Qualifications & Experience** | | - Proven experience working in community outreach, support work, or advocacy, especially within the LGBTQ+ sector. - Demonstrated ability to work with vulnerable and diverse individuals including those who are neurodivergent, disabled, economically inactive, or from global majority communities. - Experience with safeguarding protocols and working under safeguarding policies. - Competency in recording and reporting through databases, CRM systems, or similar digital tracking platforms. |
| 1. **Knowledge** | | - Strong understanding of issues affecting LGBTQ+ individuals, including intersectional experiences (e.g., BAME LGBTQ+ individuals, older LGBTQ+ people, disabled or neurodiverse LGBTQ+ people). - Knowledge of the local geography and communities in Hertfordshire and nearby areas. - Awareness of confidentiality, GDPR, and safe working practices. |
| 1. **Skills** | | - Excellent verbal and written English communication skills. - Ability to build trust and develop relationships with individuals from diverse backgrounds. - Strong organisational and time management skills. - Ability to work independently with minimal supervision. - Competent in using email, social media, and digital platforms to engage communities.  - Strong interpersonal skills with the ability to guide conversation and build networks. |
| 1. **Availability** | | - Availability to work one full week of evenings (7–9pm, Mon–Fri) and some Saturdays on a rotating basis. |
| 1. **Mobility** | | - **Must be a car owner and driver** with a full UK driving licence. - Ability to travel across Hertfordshire and surrounding areas for outreach, events, and meetings. |
| 1. **Attitude & Approach** | | - Commitment to promoting equality, diversity, and inclusion. - Empathetic, non-judgmental, and professional manner when working with service users. - Willingness to work flexibly and adapt to the changing needs of service users and the organisation. |
| **Other** | - Willingness to attend regular training, team meetings, and contribute to monitoring reports. - Willingness to represent the organisation professionally at community and partner events. - Commitment to upholding the values of Impactful Lives and Impactful Governance. | |

**Desirable Criteria**

| **Category** | | **Specification** |
| --- | --- | --- |
| 1. **Qualifications & Experience** | | - Formal training in social work, youth work, mental health, or a related field. - Lived experience as an LGBTQ+ individual or direct experience supporting LGBTQ+ people. - Experience working with community-based or charitable organisations. - Prior experience contributing to impact reports or case studies. |
| 1. **Knowledge** | | - Familiarity with Third Party Hate Crime Reporting processes. - Understanding of the social, financial, and mental health barriers affecting LGBTQ+ individuals. - Knowledge of inclusive practices and trauma-informed approaches. |
| 1. **Skills** | | - Ability to facilitate support groups or workshops. - Social media promotion and community engagement online. - Basic risk assessment and safeguarding report writing skills. |
| 1. **Other** | - Familiarity with travel reimbursement systems and environmental travel alternatives. - Understanding of working within a small team and contributing to cross-organisational collaboration. - Experience supporting LGBTQ+ youth under 16 in a supervised setting. | |

**Personal Attributes**

The successful candidate will be:

* Passionate about improving the lives and wellbeing of LGBTQ+ individuals.
* Highly motivated, compassionate, and proactive.
* A respectful and active listener.
* Open to feedback and reflective practice.

# Use this space for a narrative to explain how you show these personal attributes:

# Email: [manager@il-org.uk](mailto:manager@il-org.uk) Office: 01923 231660 Website: [www.il-org.uk](http://www.il-org.uk)

**Registered Office Address:**

The Old Free School, George Street, Watford, Hertfordshire WD18 0BX

Registered Charity No. 1203136

**Evidence of how you meet the Person Specification:**

|  |
| --- |
| Essential Criteria |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |

|  |
| --- |
| Desirable Criteria |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| 7. |
| 8. |
| 9. |
| 10. |

Your Name: Date:

Position applied for: LGBTQ+ Outreach Worker

Please email your application to [manager@il-org.uk](mailto:manager@il-org.uk) by 26th September 2025