This application form is to be used in the selection of suitable volunteers for the new mediator role at the University of Manchester.

Please print your details clearly below. The ability to perform within the role of mediator and to communicate verbally is of greater importance than the ability to communicate in writing.

*If you require help with completing this form, do not hesitate to ask a colleague, your line manager or EDI or P&OD personnel.*

**A. Personal Details**

|  |  |  |
| --- | --- | --- |
| ­­­­­­­­­­ | First name | Surname name |
|  |  |  |
|  |
|  |
| Work Email address | Work phone number (if applicable) |  |
|  |  |  |

**B. Present Post Details**

|  |  |
| --- | --- |
| ­­­­­­­­­­­ Current job title | Department currently working in |
|  |  |
| Current level/grade |
|  |
| Your line manager (approval will be sought) |
| Name: |
| Contact email or telephone: |

**C. Availability for training**

|  |  |
| --- | --- |
| Are you available between 28th-29th November for a selection interview? | N/Y |
| Are you available for the 6 full days training on: Monday 12, Tuesday 13, Thursday 14 and Friday 15 December and Monday 19 and Tuesday 20 December. | N/Y |
| Is your line manager aware of your application to the mediation service? | N/Y |
| Are you prepared to commit to, and able to undertake, a minimum of 5 days mediation for the University per year? | N/Y |

**D. Statements in support of your application**

Please type your responses under each corresponding question. You may, where appropriate, use bullet points. Statements may either be typed or hand-written. **Please note the word limitations for each question.**

1. Please tell us in no more than **200 words**, why you are interested in becoming a mediator
2. Please outline any relevant or related work or personal experience you have which might be relevant to your application **(up to 400 words).**
3. Please provide a specific example from your workplace or personal life when you have successfully used one or more of the skills and attributes listed in the **Mediator Competencies Document** **(up to 500 words).**
4. Please comment on how you see the role of the Mediation Service working within the University and what strengths you feel you bring in support of this role **(150 words).**