

**Dignity at Work and Study**

**Application Form**  
**Harassment Advisor (Voluntary unpaid)**

<b>Name</b>	
<b>Job Title</b>	
<b>Work Address</b>	
<b>Telephone number/Email address</b>	
<b>Name and signature of Head of Department or equivalent</b>	
<i>You must have the permission of your line manager before applying for this role. This includes gaining permission to take time off during the working day to perform this role. If returning this form by email please type their name here, this will be seen as their permission for this application.</i>	
<b>Have you ever carried out a similar role or undertaken training that would be relevant to this role?</b>	
<b>Please indicate whether you would prefer to support staff and/or students in this role</b>	
<b>Mandatory training will take place on 9<sup>th</sup> and 10<sup>th</sup> November 2009. Please indicate whether or not you are available on these dates.</b>	

<b>Please provide a brief summary of why you are interested in this role</b>

<b>Please give brief details of any experience you have which demonstrates the following skills or experience:</b>
<b>Effective one to one communication skills, including listening skills</b>
<b>Experience of dealing with sensitive and confidential issues</b>
<b>Experience of providing support and advice to a range of people</b>
<b>Please provide any further information relevant to your application</b>
<b>Please provide the contact details of one referee that we can ask about your suitability for this role</b>

Please return your completed form to Veronique Rizzuto, Equality and Diversity Administrator: Email [Veronique.rizzuto@manchester.ac.uk](mailto:Veronique.rizzuto@manchester.ac.uk) or by post to Equality and Diversity Unit, Room C28, Sackville Street Building, PO BOX 88, Manchester M60 1QD by 2<sup>nd</sup> October 2009.