

**UNISON**

**NATIONAL ACTIVIST EDUCATION TRAINING APPLICATION FORM**

<p><b>Please complete this form signed by your Branch Secretary and return to:</b>  <b>UNISON Learning &amp; Organising Services</b>  <b>UNISON Centre</b>  <b>130 Euston Road</b>  <b>London</b>  <b>NW1 2AY</b>  <b>Email:</b>  <a href="mailto:Learning&amp;OrganisingEnquiries@unison.co.uk">Learning&amp;OrganisingEnquiries@unison.co.uk</a>  <b>Fax: currently not available</b></p>	<p><b>Please ensure that the form is returned by the closing date.</b></p> <p><b>Places on courses can not be guaranteed and applicants should not make travel arrangements etc until their place has been confirmed by LAOS.</b></p> <p><b>We will only accept email applications when they are transmitted by your branch secretary and convey all the information we requested on our form.</b></p>
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Course Title:	<b>Organising in the Community and Voluntary Sector</b>
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Date(s):	<b>May 2<sup>nd</sup> and 3<sup>rd</sup> 2013</b>
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Location:	<b>London</b>
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Surname	Forename	M/F
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MEMBERSHIP NO. <i>(NB We <b>MUST</b> have this)</i>	
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Region	
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Branch	
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Address (for correspondence):          Postcode:    Phone: (Please provide the best number to contact you during office hours )   email:	Employer's name:  Your job title/occupation:  Workplace name and address:
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<p><b><u>Union Activist Positions</u></b>                  If you hold any union activists positions, what are they and when from/to? Please include previously held positions.</p>
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Entered on AMT	Course Info. sent
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Have you attended any other courses?      Yes ( ) No ( ) If yes, please give details, including who organised it and when

Why would you like to do this course? Please give any information to be considered in support of your application. (e.g. your experience or branch needs).

**Accommodation**

Do you require accommodation for any night(s) during the course: ( ) Yes      ( ) No

If yes please give date(s): \_\_\_\_\_

**Please note that LAOS will only meet the costs of accommodation booked by ourselves.**

**Additional Support Requirements**

You should not be put off from applying for a course because of child/dependent care commitments, disability or learning support requirements.

- Do you require assistance with childcare to attend courses (up to 17 years old)? Yes ( )      No ( )  
If yes, please give details:  
\_\_\_\_\_
- Do you require assistance with adult dependant home care to attend courses? Yes ( )      No ( )  
Have you completed UNISON's Authorisation for Adult Dependant Home Care Costs 2009-11?  
Yes ( )      No ( )
- Do you have any access requirements? Yes( )      No ( )  
If yes, please give details:  
\_\_\_\_\_  
\_\_\_\_\_

Are there any learning support requirements we can provide to make sure that you get the most out of the course? (For example, do you require course materials in a different format, large print, coloured paper):  
\_\_\_\_\_

**Food**

Do you have any special dietary requirements? (please specify):

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<b><u>Travel</u> – please note that travel should not be booked until your place on the course has been confirmed</b>		Yes	No
A	Travel by rail using a ticket issued by Stewart Corporate Travel*, Rail Travel Order forms will be sent with the course information. (*a company used by UNISON for booking all travel)		
B	Make your own arrangement (e.g. travel by car) and claim the equivalent standard rail fare as expenses after the course		
C	You are entitled to air travel when justified by savings in time and cost to the organisation. These should be booked via Stewart Corporate Travel as above		

Please note that we use your name and branch on the course register provided to all participants in the course pack. If you do not wish your details to be shared with other course participants, please tick this box

**Declaration and signature**

**The information supplied in this application form is accurate to the best of my knowledge.**

**Applicants signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Lay Tutors Courses only**

**Authorised signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Regional Education Officer)

**Section Two: to be completed by the Branch Secretary or Branch Education Officer**  
No application can be considered unless this section is completed. The member should arrange this.

Branch: .....	Branch Stamp
Address: ..... ..... .....	
..... Postcode: .....	

This application is support by the branch:

Signature: \_\_\_\_\_ Date: .....

**ACTIVIST EDUCATION TRAINING  
EQUALITY MONITORING FORM**

*Your co-operation in completing this questionnaire would be appreciated.*

**This information is collected for internal use only. It is gathered so that UNISON can assess how well it is serving its members. Your answers will be treated in the strictest confidence and will only be used in the monitoring of equality, proportionality and fair representation on our courses. Such monitoring enables UNISON to tackle issues around inequality.**

**Course/Event applied for** .....

1. Are you female ( ) male ( )
2. How would you describe your ethnic origin?

<input type="checkbox"/> Chinese	<input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Indian	<input type="checkbox"/> Pakistani
<input type="checkbox"/> Asian UK	<input type="checkbox"/> Asian Other	<input type="checkbox"/> Black African	<input type="checkbox"/> Black Caribbean
<input type="checkbox"/> Black UK	<input type="checkbox"/> Black mixed heritage	<input type="checkbox"/> Black Other	<input type="checkbox"/> White UK
<input type="checkbox"/> Irish	<input type="checkbox"/> White Other		

3. Would you describe yourself as a disabled person?  Yes  No
4. UNISON has self-organised groups for women, lesbian, gay, bisexual and transgender, black and disabled members. In which, if any, of the groups do you participate?
  - Black members
  - Disabled members
  - Lesbian, Gay, Bisexual and Transgender members
  - Women in UNISON
6. How long have you been a UNISON member?
  - 0 – 2 years
  - 3 – 5 years
  - 6 – 10 years
  - 11+ years
7. Which of UNISON's service groups are you in?
  - Community
  - Energy
  - Health Care
  - Higher Education
  - Local Government
  - Police & Justice
  - Water, Environment and Transport
8. Which sector do you work in?
  - Public sector
  - Private sector
  - Voluntary sector
9. In which occupational group is your job?
  - Managers
  - Professional
  - Administrators
  - Other non-manual
  - Other occupation (please specify).....
  - Technical
  - Personal and caring services
  - Clerical and secretarial
  - Other manual

10. What is your age group?

- 16 – 26                       27 - 39                       40 – 49                       50+

11. What subscription band are you in?

<u>Band</u>	<u>Yearly Income £</u>	<u>Band</u>	<u>Yearly Income £</u>
<input type="checkbox"/> A	Up to £2,000	<input type="checkbox"/> B	£2,001 - £5,000
<input type="checkbox"/> C	£5,001 - £8,000	<input type="checkbox"/> D	£8,001 - £11,000
<input type="checkbox"/> E	£11,001 - £14,000	<input type="checkbox"/> F	£14,001 - £17,000
<input type="checkbox"/> G	£17,001 - £20,000	<input type="checkbox"/> H	£20,001 - £25,000
<input type="checkbox"/> I	£25,001 - £30,000	<input type="checkbox"/> J	£30,001 - £35,000
<input type="checkbox"/> K	over £35,000	<input type="checkbox"/>	In education/apprenticeship

12. How many hours per week do you work?

- 35 hours or more                       30-34 hours                       16-29 hours  
 Less than 16 hours                       Jobshare

13. Are you a Retired Member?                       Yes                       No

14. Are you an Unemployed Member?                       yes                       No

14. Are you a member of any of the following national committees?

- National Executive Council  
 National Service Group Executive  
 National Self-organised Group Committee  
 National Labour Link Committee  
 National Young Members' Forum  
 National Retired Members Committee  
 Other National Committee (please specify) .....

15. Are you a member of any of the following regional committees?

- Regional Council  
 Regional Committee  
 Regional Service Group Executive  
 Regional Self-organised Group Committee  
 Regional Young Members Forum  
 Regional Labour Link Committee  
 Regional Retired Members Committee  
 Other (please specify) .....

16. Do you hold any of the following positions in your branch?

- |   |  |
|---|--|
| <input type="checkbox"/> Chairperson                    | <input type="checkbox"/> Secretary               |
| <input type="checkbox"/> Treasurer                      | <input type="checkbox"/> Education Co-ordinator  |
| <input type="checkbox"/> Equality Officer               | <input type="checkbox"/> Health & Safety Officer |
| <input type="checkbox"/> Communications Officer         | <input type="checkbox"/> International Officer   |
| <input type="checkbox"/> Young Members Officer          | <input type="checkbox"/> Steward                 |
| <input type="checkbox"/> Lifelong Learning Co-ordinator | <input type="checkbox"/> Welfare Officer         |
| <input type="checkbox"/> Union Learning Rep             | <input type="checkbox"/> Membership Officer      |
| <input type="checkbox"/> Other (please specify) _____   |  |

Thank you for your co-operation.