**APPLICATION FORM**

**Head of Programmes**

*In addition to your CV and Cover Letter, please complete the form below using example-based answers. Please keep the answers to a maximum of 500 words per section.*

1. Give an example of when have provided strategic leadership and management to a team to deliver high quality outputs.

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1. Give an example of when you have provided oversight and coordination for bilateral and multilateral programmes, projects or networks.

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1. Give an example of when you have provided expertise around parliamentary strengthening and development.

**GDPR Notice:**

As part of any recruitment process, the CPA collects and processes personal data relating to job applicants. The CPA is committed to transparency concerning how it collects and uses that data in order to meet its data protection obligations.

If your application for employment is unsuccessful, the organisation will hold your data on file for three months after the end of the relevant recruitment process as a legal requirement. If you agree to allow the organisation to keep your personal data on file, the organisation will hold your data on file for a further 3 months for consideration of future employment opportunities. At the end of that period or once you withdraw your consent, your data is deleted or destroyed.

You are under no obligation to provide information for equality and diversity monitoring purposes and there are no consequences for your application if you choose not to provide such information.

Your information will be stored only with the HR team.

I consent to the information I have given being stored and processed as described above.

Three Months Six Months

Signed:........................................................................... Date...................................................................

If you have any questions regarding our GDPR notice, please contact HR at [vacancies@cpahq.org](mailto:vacancies@cpahq.org).