**Bikeability Effectiveness Advisory Group application form**

*Please read the Bikeability Effectiveness Advisory Group f**ormation process document before completing this application form, and send your completed for by email attachment to* michael@bikeabilitytrust.org***before******midday on 3 December 2018****.*

**Purpose**

The Bikeability Trust invites applications from people with the experience, commitment and capacity to join the Effectiveness Advisory Group and make a positive contribution to improving Bikeability standards, quality and impact. Membership of the Group is unpaid, but the Trust will reimburse members’ travel expenses, and provide lunch and secretariat services for meetings. Tenure is for a maximum of two years to December 2010, and members will be able to step down and be replaced during this period.

The Bikeability Trust encourages applications from Bikeability providers (e.g. scheme managers, instructors, instructor trainers) and Bikeability beneficiaries (e.g. trainees, parents, teachers, other road users). Members must be committed to ensuring Bikeability gets more people cycling, more safely, more often. They must have the capacity to contribute 10 days to the work of the Advisory Group during 2019 and 2020, including four meetings in Cambridge in March and September 2019 and 2020.

The Effectiveness Advisory Group will advise the Trust on matters relating (but not limited) to:

* The National Standard and associated delivery guidance
* Instructor qualifications, training and professional development
* Scheme and instructor registration and renewal
* Cycle training for children and adults
* Internal and external quality assurance and improvement
* Bikeability delivery monitoring and impact evaluation.

**Person specification**

All members (up to 10) require all of the following attributes:

* Open, collaborative, positive, professional working style
* Commitment to maximising the impact of Bikeability
* Success in encouraging more people to cycle, more safely, more often
* Capacity to contribute 10 days to the Group during 2019 and 2020 including four meetings.

Bikeability providers (at least six) require at least one of the following attributes:

* Fully qualified NSITQs, minimum two years full-time experience
* Fully qualified NISQs, minimum two years full-time experience
* Manager of scheme rated 4 or 5 by the EA panel, minimum two-years full-time experience
* Grant-recipient commissioner, minimum two-years full-time experience.

Bikeability beneficiaries (at least two) require at least two of the following attributes:

* Thorough understanding of the National Standard and Bikeability
* Successful completion of Bikeability Level 3
* Success in encouraging shared road use by cyclists, motorists and/or pedestrians
* Experience in teaching/training/coaching/mentoring children, young people or adults.

**Application form**

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| **Your Details** |
| **First name:** | **Surname:** |
| **Organisational role and time in post:**  |
| **Work address and postcode:** |
| **Work email address:**  |
| **Telephone:**  | **Mobile:** |
| **Are you applying as a Bikeability provider or beneficiary?** |

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| **Time commitment** |
| **Please confirm your commitment to contributing 10 working days to the Advisory Group in 2019 and 2020 including four meetings in Cambridge.** |  |
| **Please indicate any dates in March and September 2019 when you would be unable to attend meetings in Cambridge.** |  |

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| **General attributes and experience** |
| **1. Please explain why you would like to join the Advisory Group, and the nature of your contribution to its work.** |
| **2. How has your current role and previous experience prepared you for contributing to the work of the Advisory Group?** |
| **3. With reference to the person specification, please outline how your personal attributes and professional working style enable you to be an effective member of the Advisory Group.** |
| **4. Please outline any other experience or insights you feel are relevant to your application.** |

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| **Particular attributes and experience (complete one)** |
| **5. Please outline your particular attributes and experience in relation to the person specification for Bikeability providers.** |
| **6. Please outline your particular attributes and experience in relation to the person specification for Bikeability beneficiaries.** |

*Thank you.* *Please email your completed form to* michael@bikeabilitytrust.org *before* ***midday on Monday 3 December 2018****. Your application will be reviewed by the Bikeability Trust in the week of 3 December. Feedback will be provided on request.*