

Date as postmark

Dear Applicant

Advocate (Care Act)

Thank you for requesting a job application pack for the above post. The enclosed pack includes:

- Application form
- Job description
- Person specification
- Details for applicants
- Promoting Equality and Valuing Diversity Statement
- Policy statement on the recruitment of ex-offenders and declaration form – please return in separate envelope marked confidential and for the attention of Sharon Challands.
- Equal opportunities monitoring form (optional)

Please note that you should only apply using the application form as CVs will not be accepted. The closing date for completed applications is **midnight Sunday 8th September.**

Interviews will take place on **Tuesday 17th September.**

Applicants who have not been short listed will be informed by e-mail if an e-mail address is provided.

Yours sincerely,

Nikki Tugby
For Derbyshire Law Centre