

# Young person involvement in staff recruitment and interviews:

## Consent, confidentiality, costs, declarations & decision making

The purpose of this form is to agree to the expectations around your involvement in staff interviews/the recruitment of new staff. Your involvement is very valuable in giving a different perspective on candidates and helps staff to see how well candidates will communicate with young people.

This form is from the \_\_\_\_\_ service. The service will have discussed with you how you would like to be involved. For example, sitting on an interview panel, watching presentations, or even showing candidates around.

If you are unsure about any of the words on this form, please ask a staff member to explain them to you.

*By signing, you agree to the following:*

*Please tick*

- |  |                          |
|--|--------------------------|
| <b>1. Being contacted to help with interviews and recruitment</b>  | <input type="checkbox"/> |
| <b>2. Confidentiality- this means not sharing the personal information (written or verbal) of candidates with anybody</b>  | <input type="checkbox"/> |
| <b>3. To request reimbursement for travel expenses (and time tbc)</b>  | <input type="checkbox"/> |
| <b>4. To declare whether you know any of the candidates</b>  | <input type="checkbox"/> |
| <b>5. That you understand that your opinion on candidates will be taken into account and that the final decision about which candidate is chosen is made by Solent staff</b> | <input type="checkbox"/> |

Name (young person)                      Signed (young person)                      Date

\_\_\_\_\_

Contact number/s    Email address

\_\_\_\_\_

Postal address

\_\_\_\_\_

Parent/Guardian name                      Parent/guardian signature                      Date

\_\_\_\_\_

Your information will be securely stored in line with Solent NHS Trust policies.