# **Lively Minds Application Form – Head of M&E**

internal reference: for HR use

Please send your completed application form together with CV to: [jobs@livelyminds.org](mailto:jobs@livelyminds.org) **by Sunday 13 June.**

## Personal details

|  |  |
| --- | --- |
| **Title** | Click here to enter text. |
| **Surname** | Click here to enter text. |
| **First name** | Click here to enter text. |
| **Name you wish to be known by** (if different from above) | Click here to enter text. |

## Contact details

|  |  |
| --- | --- |
| **Telephone (mobile)** | Click here to enter text. |
| **Email** | Click here to enter text. |

## Preferred work location

Please choose an option

|  |  |  |
| --- | --- | --- |
| Tamale office (Ghana) | Jinja office (Uganda) | Remote (please provide details) |

## Knowledge, skills, experience, and additional information

Please answer the following questions.

1. We love a well-written cover letter and place more value on it than your CV! Please let us know why you'd be perfect for the role.

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1. Please tell us about a key decision you have helped influence through data. How was the information flow organised to get accurate timely information to the decision-maker? What was your role? (Max. 500 words)

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1. What software, tools and tech do you most enjoy working with? (max 300 words)

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## References

Employment at Lively Minds is offered to subject to receipt of satisfactory written references. Please give details of two referees. These should not include relatives or personal friends. We will not take up references without your permission, or before interview.

### First referee

|  |  |
| --- | --- |
| Name | Click here to enter text. |
| Relationship | Click here to enter text. |
| Position | Click here to enter text. |
| Organisation | Click here to enter text. |
| Telephone | Click here to enter text. |
| Email | Click here to enter text. |

### Second referee

|  |  |
| --- | --- |
| Name | Click here to enter text. |
| Relationship | Click here to enter text. |
| Position | Click here to enter text. |
| Organisation | Click here to enter text. |
| Telephone | Click here to enter text. |
| Email | Click here to enter text. |

**Lively Minds | Find out more at** [**www.livelyminds.org**](http://www.livelyminds.org)