



African Prisons Project

Dignity and hope for people in prison, through health, education, justice and reintegration

Job Application Form

APP Vision

Our vision is that prisons in Africa are places of positive transformation and that entering prison does not mean losing hope.

APP envisions a society where the humanity and inherent dignity of every person in captivity in Africa will be realised. APP struggles to ensure entering prison in Africa does not mean losing hope, but that it offers a new beginning, empowerment and rehabilitation for the offender, the victim and the community. Prison offers the hope of another chance, acceptance back into the community and the skills to support oneself and one's family. APP believes that punishment lies in the deprivation of liberty and that the regime inside prisons should be about rebuilding lives.

We strive for Prisons services in Africa to recognise and embrace an approach based on restorative justice, human rights and rehabilitation as a credible, viable and important alternative. We believe this will result in less torture, reduced crime rates and safer societies.

APP Mission

To provide dignity and hope for men, women and children in African prisons, from birth to death, through health, education, justice and reintegration.

Sending the application materials:

You may e-mail the completed Application Form, together with the required application materials to: volunteer@africanprisons.org

You may also print the Application Form, fill it in by hand, and send it, together with all the required application materials, by postal mail to:

**African Prison Project
97 Beverley Way, West Wimbledon
London SW20 0AW, United Kingdom**

For Ugandan Volunteers/Workers use only

**P.O.Box 50046
Luzira
Kampala
Uganda**

We are an equal opportunities employer and we do not discriminate on any basis.

Disclaimer

Please note that, due to the high volume of applications we receive, we cannot acknowledge receipt.

You will only be contacted if we need further information or we wish to interview you.

If you do not wish us to keep your application on file for longer than six months please tick this box

Disclaimer

By submitting this application form I hereby declare that I understand and accept the following :

Please tick each box to verify

- You are required to have a general understanding of criminal justice issues and particularly the issues associated with working in a prison environment.
- You are required to be aware of and to consider the risks that come with working in a prison environment.
- I am obliged to respect the prison staff and prisoners at all times.
- You are required to take responsibility for and indemnify APP from responsibility for personal injury or death.
- I am aware that no employer/employee relationship exists between me (and any other member of this research) and APP.
- I declare that I have a valid health and all - risk personal insurance policy for the full duration of the research and will provide evidence that I have a valid and comprehensive health and personal risk insurance to cover the duration of the research.
- Please be aware that you must present the above policy to our administrator before starting your relationship with APP
- I am aware that all aspects of APP's activity must be approved by the prison service and any other relevant authority, in advance and for this I will provide any information, personal / institutional, required by the prison service in order to approve this research.
- I am aware that APP has no responsibility for this provided information of any kind and I am aware that the prison service can make use of this information as needed.
- I am aware that APP takes no responsibility for meeting any immigration requirements, these lie solely with the individual/s concerned.
- I understand and accept APP's code of ethics.
- You must adhere to APP's dress code.
- I am aware I am obliged to maintain the country laws.
- I am aware that APP is not a political organization and I am obliged not to be involved in any political activity of any kind in the country at any time while I am conducting this research.
- I am obliged not to write in any local newspaper or to be interviewed by any local media unless I have received a written approval of APP Director General, and I am obliged to inform APP Director General of any request for such interview by any media immediately.

Date: _____

Applicant Signature: _____

Applicant Name: _____

Applicant Position: _____

Please tick ✓ By submitting this application form I declare that I fully understand and accept the above- mentioned basic guidelines, instructions and regulations, and am obliged to follow them and to maintain the country laws and I am obliged to take full responsibility for all other staff members that are working with me in this research.

lease complete this application by typing or printing in ink.

1. Personal details

Data Protection: personal data supplied by you will be used only for the purpose of administering and is essential to your application. We guarantee confidentiality.

APP Office use only

1.1 **Name:**
Title Given Middle Last

1.2 **D.O.B** **Place of Birth**
Country City

1.3 **Nationality**
Main Second Third

1.4 **Family Status:** Single Married Divorced Separated
 Children: How many? What is the age of the youngest?
 Are they staying with you? Yes No **Comments:**

1.5 **Driving license** No Yes **Year of issue:**

1.6 **Contact details :**

Address: (H)
No & Street City Postal Code Country

(O)
No & Street City Postal Code Country

Tel:

(O)	<input type="text"/>	(H)	<input type="text"/>
(M)	<input type="text"/>	(M)	<input type="text"/>

Fax:

E-Mail address :

Skype contact:

APP Office use only

Health

I am usually healthy and do not suffer from any chronic diseases

I do have chronic disease(s):

Please, provide general details

Do you have any special requirements due to ill health/medical condition?

No
 Yes

Please specify your requirements below

Do you have international health insurance?

Please, be aware that international health insurance and international vaccination are pre- condition for APP employment

No, but I will buy myself international health insurance on my expenses
 Yes My health insurance valid till and cover the followings:

Language:		Speak	Read	Write	
I					0 Little knowledge
II					1 Good
III					3 Very Good
IV					5 Mother tongue

Education and training

School/College/University etc attended and level of education you have

Qualifications gained or course studied

Any other information relevant to your application (Special skills etc.)

--

Employment history

	-		
	-		
	-		
	-		
	-		
	-		

2. Employment experience (starting with the most recent first)

2.1

	From	Till	Organisation/Company/NGO/Government	
			Name	Main occupation
Employer			Name	Title
			Contacts telephone (office/Mobile)	E-Mail address
Position held and description of duties				
Main achievements				
Reason for leaving				

2.2

	From	Till	Organisation/Company/NGO/Government	
			Name	Main occupation
Employer			Name	Title
			Contacts telephone (office/Mobile)	E-Mail address

Position held and description of duties

APP Office use only

Main achievements

Reason for leaving

2.3

From	Till	Organisation/Company/NGO/Government	
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	Name	Main occupation
Employer	<input style="width: 100%; height: 20px;" type="text"/>		
	Name	Title	
	<input style="width: 100%; height: 20px;" type="text"/>		
	Contacts telephone (office/Mobile)	E-Mail address	

Applicant Position held and description of duties

Main achievements

Reason for leaving

2.4

Have you ever work with prisoners or in prison facilities?

No

Yes, please detail

2.5 Prisons are a hierarchic environment.
Have you ever worked in a full hierarchic environment / Organisation?

No

How do you feel about working in such environment?

Yes, (please specify, and describe you experience)

2.6 Other work experience

What was your most interesting, productive job/ work? Please explain!

3. Volunteer experience

APP Office use only

No **YES, as follows:**

<input type="checkbox"/>	-				
From		Till	Name of Organization	Country	Activities

<input type="checkbox"/>	-				
From		Till	Name of Organization	Country	Activities

<input type="checkbox"/>	-				
From		Till	Name of Organization	Country	Activities

<input type="checkbox"/>	-				
From		Till	Name of Organization	Country	Activities

What was your most interesting, productive volunteer work? Please explain!

Why do you wish to volunteer/work for APP?

APP Office use only

4. Candidate preferences

Please indicate your preference out of APP activity areas.
Please be aware that APP has the right to offer you a different activity area in light of your qualifications, your application assessment and APP needs.

Please, grade your priority as follows: 0 - Not interest 1 - Low interest 2- Interest 3 - 3 rd priority 4 - 2 nd priority 5 - 1 st Priority	<input type="checkbox"/>	Education	Please explain your priority: <input type="text"/>
	<input type="checkbox"/>	Health Care	
	<input type="checkbox"/>	Access to Justice	
	<input type="checkbox"/>	Community Re-integration	
	<input type="checkbox"/>	Office Administration	
	<input type="checkbox"/>		

6. Candidate ideas/thoughts

6.1 In your opinion, what is the role of prisons in society?

6.2 How will you cope with the following situation: a prison officer beat / humiliate / abuse/ torture an inmate in front of you?

6.3 Will you agree to work under the supervision of someone who is younger than you?

Yes
No Why
not?

6.4 Do you think it is possible to rehabilitate prisoners and to take them out of the crime cycle?

No, Please explain.

Yes, How do you think it is possible?

APP Office use only

6.5 In general, what do you think should be the attitude towards inmate in prisons?

6.6 What will you react, if an inmate complains to you about bad attitude or being abused by prison staff?

6.7 How you will react if a prison staff, claims that inmate are criminals and APP should not treat them to education, health care etc.?

6.8 How do you feel about working in an Organisation with Christian ethos?

6.9 How will you explain/justify to prison staff that inmate receive a certain level of treatment while staff, whom sometimes are paid little, are not?

6.10 Out of the four main activity areas of APP (Education, Health care, Access to justice or Reintegration) which one is the most beneficial for the inmate in prison and why?

6.11 How & where did you hear about APP?

APP Office use only

APP Website Printed flyer Word of mouth
 E-mail Through membership of an organisation
 please specify _____
 Other: _____

6.12 What are your expectations from volunteering/working with APP?

7. Candidate volunteering/work possibilities

7.1 I can volunteer/work for the period of : Weeks/ months/ years

7.2 I can serve :

Only in the UK office Any country in accordance to APP needs

7.3 My preference is: Uganda Kenya Sierra Leone
 Please mark only one I don't mind

Please explain:

8. Interview Possibilities

8.1 We may wish to interview you before making a decision.
 if you are not based in the UK or Uganda (our head offices countries), please let us know what is the most convenient option for interview you can suggest.

Do you require any particular arrangements for interview?

9. References

Reference #1

Name:
 Organisation:
 Position:
 Relation to candidate:

Address:			
City:		State:	
Postcode:		Country:	
Telephone:		Fax:	
Email:		Website:	

Reference #2

Name:			
Organisation:			
Position:			
Relation to candidate:			
Address:			
City:		State:	
Postcode:		Country:	
Telephone:		Fax:	
Email:		Website:	

Date

Signature