

**ODBF Recruitment Monitoring Form**

The Oxford Diocesan Board of Finance is committed to the promotion of equal opportunities for all. We aim to ensure that no-one receives less favourable treatment on the grounds of race, colour, ethnicity, disability, age, gender, sexual identity or marital status where any of these cannot be shown to be a requirement of the activity concerned. We therefore monitor recruitment procedures for employees, volunteers and membership of Committees and Boards to check that our policies are working and to indicate any action needed.

To enable us to do this, please complete the form below. Whilst the filling in of this form is voluntary, we greatly appreciate your co-operation in completing it to assist us with our monitoring of our equal opportunities policy and practices. The information will be treated confidentially, be stored securely and will only be used for this purpose in accordance with the terms of the Data Protection Act 2018.

Please answer the following questions, place a ‘X’ in a box where appropriate and return the completed form to: recruitment@oxford.anglican.org.

**POST APPLIED FOR:**

**GENDER**

**Please state your Gender?**

|  |  |  |
| --- | --- | --- |
|[ ]  Male |[ ]  Female |[ ]  Prefer not to say |
|[ ]  Non-Binary |[ ]  Intersex |  |  |

**AGE**

**Please tick which age bracket you fall into:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|[ ]  16-24 |[ ]  25-29 |[ ]  30-34 |[ ]  35-39 |[ ]  40-44 |[ ]  45-49 |
|[ ]  50-54 |[ ]  55-59 |[ ]  60-64 |[ ]  65-69 |[ ]  70+ |
|[ ]  Prefer not to say |  |  |  |  |  |  |

**ETHNIC ORIGIN**

**What is your ethnicity?**

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box:

**White**

|  |  |
| --- | --- |
|[ ]  English/Welsh/Scottish/Northern Irish/British |[ ]  Gypsy or Irish Traveller |
|[ ]  Irish |  |  |

Any other white background, please write in:

**Mixed/multiple ethnic groups**

|  |  |  |
| --- | --- | --- |
|[ ]  White and Black Caribbean |[ ]  White and Asian |[ ]  White and Black African |

Any other mixed background, please write in:

**Asian/Asian British**

|  |  |
| --- | --- |
|[ ]  Indian |[ ]  Pakistani |
|[ ]  Bangladeshi |[ ]  Chinese |

Any other Asian background, please write in:

**Black/ African/ Caribbean/ Black British**

|  |  |
| --- | --- |
|[ ]  African |[ ]  Caribbean |

Any other Black/African/Caribbean background, please write in:

**Other ethnic group**

|  |  |
| --- | --- |
|[ ]  Arab |[ ]  Prefer not to say |

Any other ethnic group, please write in:

**DISABILITY**

A disabled person is defined under the Equality Act 2010 as someone with a ‘**physical or mental impairment which has a substantial and long term adverse effect on that person’s ability to carry out normal day-to-day activities**.’

Do you consider yourself to be disabled under the Equality Act 2010? Please mark ‘X’ in the appropriate box.

|  |  |  |
| --- | --- | --- |
|[ ]  Yes |[ ]  No |[ ]  Prefer not to say |

The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’, then please discuss this with your manager, or the manager running the recruitment process if you are a job applicant.

**SEXUAL ORIENTATION**

**What is your sexual orientation?**

|  |  |  |
| --- | --- | --- |
|[ ]  Heterosexual |[ ]  Gay Man |[ ]  Prefer not to say |
|[ ]  Gay woman/lesbian |[ ]  Bisexual |  |  |

If other, please write in:

**RELIGION OR BELIEF**

**What is your religion or belief?**

|  |  |  |
| --- | --- | --- |
|[ ]  No religion of belief |[ ]  Buddhist |[ ]  Christian |
|[ ]  Hindu |[ ]  Jewish |[ ]  Muslim |
|[ ]  Sikh |[ ]  Prefer not to say |

If other religion or belief, please write in:

Date:

Thank you for assisting in the promotion of equal opportunities for all.