



Application Form – Associate Director

Thank you for your interest in applying for the exciting role of Associate Director with Embody. The questions in this Application Form are designed to help us understand a little about the way you approach your work and accountability in role. Please keep in mind the qualities and criteria we are seeking in suitable candidates. You can check them on the [Job Description](#).

Please do note the full application process as follow:

Qualified applicants must submit applications to applications@embody.co by Friday, December 24th, 2021. The application should include:

1. A 3 to 5 minute video presenting your suitability for the role. No need for a cover letter! We prefer to see and hear from you.
2. A tailored CV, no longer than 3 pages, including at least 3 referees. (Please be assured that referees will not be contacted without your prior approval.)
3. Submission of an application form. This one!
4. At least two samples of an unedited piece of writing. Examples include a report, a brief or a proposal. We will not use these documents for any other purpose but to assess your drafting skills.

We wish you all the best and are looking forward to receiving your application!

Application Questions

INTRODUCTION

1. Applying for:

Associate Director

2. Name: Please state your full first name and surname

3. Gender:

☐

Male

☐

Female

☐

Prefer Not To Say

4. Nationalities

5. List of All Foreign Language Proficiencies

	Languages	Elementary Proficiency	Limited Working Proficiency	Professional Proficiency	Native / Bilingual Proficiency
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. What country are you based in currently?

7. Email address

8. Contact Numbers (included country code)

ADAPTIVE LEADERSHIP

9. Profile: Briefly describe your professional profile and personality

10. Managerial skills: Briefly describe how you manage teams. This can include the approach you take and the processes you put in place, particularly in a virtual working environment. Please also include how you navigate situations of under performance. (no more than 300 words)

11. Leadership approach: Briefly describe your approach in working in and with Senior Leadership. This can include the way you take accountability, work with Senior Leaders and drive organisational strategic purpose. (no more than 300 words)

TECHNICAL CAPACITY

12. Business and Human Rights: What, in your views, are the three biggest barriers to ensuring human rights are protected in supply chains? (no more than 300 words)

13. Programmatic understanding: Describe one aspect of social protection interventions (such as to issues of trafficking, labour exploitation or child labour) which is misunderstood at the international level? (no more than 300 words)

ADMINISTRATION

12. Salary expectations (in USD per month)

13. Start date: What is the earliest date you could start, were you offered the position?

14. Would you like to add any comments and suggestions to the application?

Date:

Signature:

<input type="text"/>	<input type="text"/>	<input type="text"/>
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