**Lincoln City FC / Foundation Work Experience Application Form**

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME:** |  | **DOB:** |  |

|  |  |
| --- | --- |
| **SCHOOL | COLLEGE |**  **UNIVERSITY NAME:** |  |

|  |  |
| --- | --- |
| **PARENTS / CARERS NAME:**  (if under 16) |  |

|  |  |
| --- | --- |
| **ADDRESS:** | **EMAIL** (parents / carers email if Under 16)**:** |
|  |  |
| **CONTACT NUMBER:**  (parents / carers contact if Under 16) |
|  |

|  |  |
| --- | --- |
| **DATE OF WORK PLACEMENT REQUIRED:** |  |

|  |
| --- |
| **WHY DO YOU WANT A WORK PLACEMENT AT LINCOLN CITY FOOTBALL CLUB?**  (in no more than 100 words) |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **WHAT TYPE OF WORK EXPERIENCE DO YOU WANT WITH LINCOLN CITY?**  (rank 1 to 4 in order of preference – please be aware you may not get your preferred choice) | | | |
| **WHOLE CLUB** | **SPORT COACHING** | **MEDIA & MARKETING** | **GROUND CARE** |
|  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SIGNED:**  (student) |  | **SIGNED:**  (parent/carer) |  | **DATE:** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Office use only:** | | | | |
| **Date Application Received:** |  | **DECISION** | **YES** | **NO** |
| **Date of Decision by Department Lead:** |  |  |  |
| **Date Applicant Informed of Decision:** |  | **COMPLETED BY:** | | |
| **Date Applicant Accepted Placement:** |  |  | | |
| **Date Department Lead Informed of upcoming placement:** |  |  | | |

Please return to the signed and completed form to:

[enquiries@lincolncityfoundation.co.uk](mailto:enquiries@lincolncityfoundation.co.uk)

Lincoln City Foundation

Sincil Bank Stadium

Lincoln

LN5 8LD

Lincoln City will ensure that the placement provided will meet your needs and interests. However due to the high volume of requests we receive, we cannot guarantee a placement to every individual that applies.

If an application is accepted to complete a work placement with Lincoln City Football Club and / or Lincoln City Foundation, they are required to sign the work placement agreement (appendix 2) as part of the induction. This document outlines the responsibilities and expected behaviours of both the placement student and Lincoln City. This must be completed prior to the work placement commencing.

**Work Experience Timetable Examples**

**Generic Secondary School Placement**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday Matchday** |
| **AM** | Induction (Foundation)  Ground staff | Foundation | Foundation  (Day Off if Matchday working) | Kit Man / Training Ground | Shop | Foundation Team |
| **PM** | Ground staff | Foundation | Foundation  (Day Off if Matchday working) | Media – Press Conference | Shop |

**Sports Coaching Course / Degree Placement**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday Matchday** |
| **AM** | Induction (Foundation) | Foundation | Foundation | SET  (Day Off if Matchday working) | Foundation | Foundation Team |
| **PM** | Academy | Foundation | Foundation / Academy | SET  (Day Off if Matchday working) | Foundation |

**Marketing and Media Placement**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday Matchday** |
| **AM** | Induction (Foundation)  Club Marcomms | Matchday  or Day Off if Saturday Matchday or Foundation Marcomms | Foundation Marcomms | Club Marcomms | Club Marcomms | Media Team |
| **PM** | Club Marcomms | Foundation Marcomms | Club Marcomms | Club Marcomms |

**Ground Care / Maintenance Placement**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Matchday** |
| **AM** | Induction (Foundation)  Stadium | Matchday  or Day Off if Saturday Matchday or Training Ground | Stadium | Training Ground | Stadium | Ground Care Team |
| **PM** | Stadium | Stadium | Training Ground | Stadium |