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| **Application form** |
| **First Name :**  |  | **Last Name :** |  |
| **Full Address :**  |  | **Email** : |  |
| **Skype address :** |  |
| **Home Tel with country & area codes:** |  | **Mobile Tel :** |  |
| **Marital Status:** |  | **Are you native English speaker?** |  |
| **Select the country to live**  |

|  |  |
| --- | --- |
| **Australia**  |  **Canada** |
|  |  |

 |
| **I accept living in :** |

|  |  |  |
| --- | --- | --- |
| **A City** | **A Town** | **The Country** |
|  **Yes/no** | **Yes/no** | **Yes/no** |

 |
| **I am available to start on;**  | **Month / year** |
| **Is this date flexible? would you accept to start before? pls give details** |

|  |  |
| --- | --- |
| **Yes** | **No** |
|  |  |

 |
| **How many months would you like to stay?**  |  |
| **Your profile** |
| **Age on departure**  |  | **Date of birth**  |  | **Sex**  | M/F | **Nationality**? |  |
| **Do you have a passport ?** |  | **Passport Number :** |  | **Expiry date** |  | **Country of Birth :** |  |
| **Have you been a smoker in the last 6 months?**  |  | **How many a day?**  |  |
| **If you smoke please complete this NO SMOKING DECLARATION** |
| **I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby declare that on acceptance of an offer of placement with a host family, I will not smoke in and around the children. I will be looking after or on the property of the host family unless otherwise agreed with them.** |
| **Driving licence? Date passed?** |  | **Type of car you drive Manual/ Automotic** |  |
| **How often do you drive?**  | Daily | Several times a week | Not often |
| **Allergies :**  |  | **Your religion?** |  |
| **Can you swim?**  |  | **Will you cook simple meals for the kids?**  |  |
| **What languages you speak**  | **French** | **English** | **Spanish** | **Italian** | **German** | **Other** |
|  |  |  |  |  |  |
| **what is your level? Basic- Intermediate- Advanced** |  |  |  |  |  |  |
| **Education & Professional Experience*****Niveau d’Etudes & Expérience Professionnelle*** |
| **Childcare Qualifications / 1st Aid Certificate?** |  |
| **What is the most advanced educational or professional qualification that you have obtained?** |  |
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| **Childcare Experience and Training**Please describe your experience with children and ages it relates to. |
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| **Experience 1** |
| **Areas with childcare experience:(e.g.babysitting, day care centre, au pair....)** |  |
| **Ages of children cared** |  |
| **Duties and activities (e.g. bath time, playing, supervision. ) Please give as much details as possible** |  |
| How often you cared them**(e.g.:3 hrs twice a week during 1 year)** |  |
| **Total number of hours gained in this experience:** |  |

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| --- |
| **Experience 2** |
| **Areas with childcare experience:(e.g.babysitting, day care centre, au pair....)** |  |
| **Ages of children cared** |  |
| **Duties and activities (e.g. bath time, playing, supervision) Please give as much details as possible** |  |
| How often you cared them**(e.g.:3 hrs twice a week during 1 year)** |  |
| **Total number of hours gained in this experience:** |  |

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| **Did you take care of babies younger than 2 yrs old?** | If yes, their age: |
| Explain with details your childcare experience and duties with babies: |  |
| **Have you been an au pair before?** |  |
| **How many hours of TOTAL experience caring children do you have?** | 80 to 150 hrs: \_\_\_\_\_\_\_Between 150 and 500 hrs: \_\_\_\_\_\_\_\_Over 500 hrs: \_\_\_\_\_\_\_\_\_\_ |
| **References** |
|

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| **References must be from any previous job related to children** |
| **Reference 1:** |
| **Relationship with this person:**example: he is the director of the kindergarten, or mum of the children where I babysat |
| **Name:** | Tel with country & area codes: |
|  | Email: |
| **Reference 2:** |
| **Relationship with this person:** |
| **Name:** | Tel with country & area codes: |
|  | Email: |

 |
| **Your Host Family*****Votre Famille d’Accueil : Soyez le plus flexible possible*** |
| **Domestic Duties**  | **Cooking** | **Shopping** | **Ironing** | **Washing** | **Cleaning** |
| **Do you have experience**  |  |  |  |  |  |
| **Are you willing to do...** |  |  |  |  |  |
| **Age Groups** | **Babies** | **1-2** | **3-6** | **7-12** | **13+** |
| **Have you worked with..**  |  |  |  |  |  |
| **Will you work with….** |  |  |  |  |  |
| **Preferred Location**  | **Big Town** | **Medium Town** | **Small Town** | **Village** |
|  |  |  |  |
| **Are you happy to live with a single parent family ?** | **Single Mother** | Yes / no |
| **Single Father**  | Yes / no |
| **What are you currently doing? (studies, work…)**  |  |
| **What will you do later on? Which career ?** |  |
| **Interests & Hobbies** ***Vos centres d’intérêts*** |
| **Please highlight your hobbies in bold** |
| **Musical Instruments  Cycling Scrapbooking Violin Writing Riding Flute Soccer Arts and Crafts Photography Guitar Swimming Choir Dance Snow–Boarding Skiing Gymnastics Reading Tennis Piano Running Community Service Artwork Gym Museums Cinema**  |
| **Other hobbies? (specify)** |  |
| **Do you have any special talents or skills which may be useful when caring for children e.g. first aid, life saving?** |  |
| **Housekeeping*****Expérience concernant les tâches domestiques*** |
| **What is your experience** | **Not at all** | **A little - but not well** | **Average** | **Good** | **Excellent -****I love this!** |
| **Ironing** |  |  |  |  |  |
| **Dishwasher** |  |  |  |  |  |
| **Washing Machine** |  |  |  |  |  |
| **Vacuum**  |  |  |  |  |  |
| **General housework** |  |  |  |  |  |
| **Cooking** |  |  |  |  |  |

***Include some photos.*** Your photo is one of the most important components of your profile. It creates a broader impression about you as a person. The type and content of the picture matter a lot when it comes to creating an impression. It will be a good idea to add pictures with kids – small siblings, cousins or maybe you had a chance to work with children in a camp. Try to avoid pictures from parties, selfies and any photos looking sexy. Remember, that Host Families are looking for a trustworthy and reliable person who can take care of their kids.

**Dear family Letter, some ideas**

Write a letter to your future host family. Tell them as much as you can about yourself. This will help us to find you a family where you will feel at home. Please add a printed Word document if you can, that way you can also use a spell check.

Here are some topics you should cover:

* A little about yourself
* And your family/friends/pets,
* Your hobbies and interests, any special skills, passions or talents that you have
* Sports/Music
* Your home/your town/your region,
* What sort of work/study you do/have done,
* All about your childcare experience (details about ages, duration and type of care),
* Your plans for the future and details.
* Your reasons for wanting to be an au pair in Australia/ Canada.

An au pair can be as much a coach as a carer, especially with older children, so your hobbies, skills and talents are very important.

As a guide, write between 300 and 500 words.

Dear host family, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**HOW TO SEND YOUR APPLICATION :**

Email your application with the supporting documents and photos you have now to our placement office, you may complete your application later by emailing the rest of the documents.

**Supporting documents for my application**

**Why do I need to present supporting documents with my application?**To ensure your application is taken seriously by families, having supporting documents on your profile is not only a contributing factor, it is an important one.

Professionally, whether you are applying for college, an internship, or a job, you would take the time and consideration needed to create the best presentation possible. Your Au pair profile should be approached in the same manner.

***Include some photos.*** Your photo is one of the most important components of your profile. It creates a broader impression about you as a person. The type and content of the picture matter a lot when it comes to creating an impression. It will be a good idea to add pictures with kids – small siblings, cousins or maybe you had a chance to work with children in a camp. Try to avoid pictures from parties, selfies and any photos looking sexy. Remember, that Host Families are looking for a trustworthy and reliable person who can take care of their kids.

1. ***A copy of your passport or any Identification***, copy of first aid certificate if you have or any other certificate
2. ***A copy of your driving license*** if you drive. Most families have school age children and need the au pair to drive the kids to school or activities.

**Why do I need to present copy of my driving license with my application?**You need to present them to show you qualify to drive, the majority of hosting families prefer driver au pairs as they need her to drive the kids to school, so **proving evidence that you can drive is an advantage for you**

3. ***Reference letter in English,*** not from family or friends. Please collect a minimum of 1 or complete the attached reference form. References can be completed by the staff at schools, nurseries, creches, hospitals, children's homes or from the parents of children you have looked after are the best kind to have.
 **Why do I need to present a reference letter with my application?

A reference letter shows you have cared children and helps families know that the registered au pair is honest.**This will provide them with peace of mind when welcoming the Au Pair into their home and family for the length of the placement

4. ***An introduction letter.*** As why you would like to work as Au pair in Canada, what is your motivation, your experience with children and aged groups. A "Dear Family" letter written in English, give details about your family, yourself, work experience and your reason for travel to Canada

5) ***Police clearance certificate***. Ask your local police department or other legal authority in your country to provide you with a certificate or other document stating that you do not have a criminal record.

 **Why do I need to present a Police check with my application?**
 **It is important to ensure that your Au Pair is honest and has a clean criminal record.**

Ask your local police department or other legal authority in your country to provide you with a certificate or other document stating that you do not have a criminal record and send it here if you have it ready