



## NATIONAL FEDERATION OF YOUNG FARMERS' CLUBS

Competitions Programme 2019 - 20

### NFYFC Situations Vacant

16 to 21 years

#### RULES

##### Competition Aim

To encourage YFC members to work as an individual to prepare a Curriculum Vitae (CV) and Covering Letter for their chosen job advert. Prepare and take part in a competency based interview.

##### Learning outcomes

Communication, planning, presentation and personal development skills.

1. REMINDER: Read in conjunction with **NFYFC General Rules**. Further information can be found at <http://www.nfyfc.org.uk/CompetitionsResources/competitionsresources>

#### 2. VENUE

- 2.1. After Area Finals, the National Final will be held at the Competitions Day on Saturday 4<sup>th</sup> July, 2020 at the County Showground Stafford.

#### 3. REPRESENTATION

- 3.1. Counties may enter one competitor per 600 members or part thereof.
- 3.2. Areas will be represented in the Final by one competitor per 3,000 members or part thereof. (Northern Area 2, Eastern Area 1 and East Midlands 1, West Midlands Area 1, South West Area 2, South East Area 1 and Wales 2)

#### 4. ELIGIBILITY

- 4.1. **Competitors must be between the ages of 16 years of age and 21 years of age on 1<sup>st</sup> September 2019 and full members of a Club affiliated to the NFYFC. This means competitors have attained their 16<sup>th</sup> birthday on the 1<sup>st</sup> September 2019 and may be 22 on the day of the national final.**

#### 5. SUBSTITUTION

- 5.1. If the original winner at area final is unable to go to the national final, then the next highest placed competitor will represent the Area.
- 5.2. **All substitutes must have been eligible to compete in the County Final.**

#### 6. PROCEDURE

- 6.1. The Competitor will be required to choose their own job advertisement to apply for, which is relevant to them. The advert must have been advertised within the last 12 months prior to the competition date. All Applicants must submit the original job advertisement with a reference as to where and when the advert was published together with a CV and covering letter.
- 6.2. The CV must not be more than 2 sides of A4 paper.
- 6.3. The Covering Letter must not be more than 1 side of A4 paper
- 6.4. For the National Final, applications must be submitted to NFYFC no later than Friday 19<sup>th</sup> June, 2020
- 6.5. The Competitor will then be requested to attend an interview which will consist of specific questioning about the job being applied for and relevant requirements relating to the advertisement. Questions will also focus on life experiences and will be structured around the form "Tell me about a time when you ....." (E.g: "Tell me about a

time when you had to meet a deadline). Applicants should consider the Situation (What was happening), Task (What was required), Action (What did YOU do) and the Result (What was the outcome) when answering.

7. **SCALE OF MARKS –Updated for 2019 – 2020 year**

CV	50
Covering Letter	40
Relevance of Advert	10
Interview	100
• Knowledge of the Industry/Organisation	
• Ability to answer questions concisely	
• Overall Impression / Appearance / Presentation	
<b>Total marks</b>	<b>200</b>

8. **AWARDS**

- 8.1. **Trophy** and NFYFC Prize Card to the winner.
- 8.2. NFYFC Prize Cards to competitors placed 2<sup>nd</sup> and 3<sup>rd</sup>.
- 8.3. NFYFC Certificates of Achievement will be awarded to all competitors.

9. **NOTES**

- 9.1. Competitors are required to attend, in person, the interview for this competition. In exceptional circumstances Skype may be considered. Notice of the use of Skype must be requested by the competitor 21 days prior to the competition final.