

YOUTH MINISTER APPLICATION

CONFIDENTIAL

You should read the job description and person specification carefully before completing this form. It is important that you complete the form accurately and thoroughly to provide yourself with the best chance of obtaining an interview. If you require any help with completing this form, please contact the church office at office@christchurchpurley.org.uk Please type or use black ink as the form may be photocopied. Please use a continuation sheet where necessary.

Please state where you saw the advertisement for this post:

1. APPLICANT'S PERSONAL DETAILS

TITLE:

FIRST NAME(s):

SURNAME:

PREVIOUS NAMES:

PERMANENT ADDRESS:

HOME TEL NO:

MOBILE PHONE NO:

EMAIL ADDRESS:

NATIONAL INSURANCE NO:

2. PRESENT OR MOST RECENT EMPLOYMENT

NAME OF EMPLOYER:

ADDRESS:

TYPE & STATUS OF ESTABLISHMENT:

POST HELD:

DATES OF APPOINTMENT:

PRESENT ANNUAL SALARY (incl allowances):

3. PREVIOUS PAID WORK AND EMPLOYMENT (please start with the most recent, give brief details of the work and responsibilities and explain any gaps in dates shown)

Employer	Position held	Dates		Reason for leaving
		From	To	

4. EDUCATION AND ACADEMIC QUALIFICATIONS

School/college/university	From	To	Subjects/Qualifications/Grades/Honours, dates awarded and awarding body
Secondary			
Higher and Post Graduate Education			

Practical or vocational qualifications			
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5. TRAINING UNDERTAKEN DURING THE PAST 3 YEARS RELEVANT TO THIS APPLICATION

Please list any training courses attended and development activities undertaken (e.g. mentoring). Include courses and activities both inside and outside the church.

6. OTHER RELEVANT UNPAID WORK / VOLUNTARY WORK EXPERIENCE

Please give a brief indication, with dates, of the role and responsibilities. This should include the name of the agency /organization, the title of the post (including any special responsibilities) and the dates and reasons for leaving.

7. DETAILS OF OTHER ACTIVITIES, SKILLS AND INTERESTS RELEVANT TO THIS POST

8. SUPPORTING STATEMENT (please continue on a separate sheet if necessary)

Having due regard to the Job Description and Person Specification, please say why you feel you are suitable for this post with reference to previous experience gained in employment, voluntary work and/or your personal life and any other relevant information. Please ensure that you fully address the requirements of the Person Specification and wherever possible provide practical examples to support your submission.

Please tell us about any responsibilities and ministries that you have exercised in your present and previous churches and in the wider community, both in paid employment and voluntary work.

Please tell us how you came to faith.

Please tell us about your relationship with God now.

Please tell us about the church you currently attend.

Which church do you currently attend?

Address:

Name of priest, minister, elder, etc:

Address:

Telephone Number:

Email Address:

We will apply to the above-named person for a reference in support of your application.

9. PROFESSIONAL REFERENCES - please supply the names and addresses of two persons willing to provide references. If you are not currently working with young people, a reference from the employer by whom you were most recently employed to work with young people will be required. References will not be accepted from relatives or people writing solely in the capacity of friends.

Name:

Address:

Telephone Number:

Email Address:

Position held:

Please state the context in which this person is known to yourself:

May we obtain reference prior to interview? YES/NO

Name:

Address:

Telephone Number:

Email Address:

Position held:

Please state the context in which this person is known to yourself:

May we obtain reference prior to interview? YES/NO

10. DECLARATION BY APPLICANT

I understand that appointment to this post is subject to a satisfactory Disclosure and Barring Service check. I also understand that, under the terms of the Rehabilitation of Offenders Act 1974 (Exceptions Order 1975, and subsequent amendments), I am required to disclose any record I may have of criminal convictions, cautions and bind-overs, including those regarded as 'spent' and to attach details of the same.*

Have you a record of criminal convictions, cautions or bind-overs, including those regarded as spent?

Yes (details attached) No

* Please see additional information about this on the page below. Please also note information about criminal convictions, cautions and bind-overs will remain confidential but will be made available to the panel for consideration if your application is otherwise deemed worthy of short-listing.

I declare that I am not on the Vetting & Barring List, or disqualified from working with children, or subject to any sanctions imposed by a regulatory body

I understand that under the terms of the Immigration, Asylum and Nationality Act 2006 should I be short-listed for the post for which I am applying, I will provide for the PCC, as employer, an original document* showing my entitlement to work in this country.

*Acceptable documents are specified by The UK Border Agency (Annexe A, Employers Right to Work: Checklist, List A) and include a birth certificate issued in the UK or Eire, a valid passport, or any relevant authorisation allowing you to work in this country.

I appreciate that there is a genuine occupational requirement that I am a committed practising Christian. The Employment Equality (Religion and Belief) Regulations 2003 Section 7.2 applies.

I certify that all information given by me on each section of this form and in supporting documents is correct to the best of my knowledge and belief, that all questions have been fully and accurately answered, and that I possess all qualifications which I claim to hold and will produce evidence of the same.

I understand that my name will be withdrawn from the list of candidates if, prior to appointment, I am found knowingly to have omitted or concealed any relevant fact, and I acknowledge that such discovery subsequent to appointment is likely to lead to my dismissal without notice and, where appropriate, referral to the police.

I hereby consent to the processing of sensitive personal data, as defined by the Data Protection Act 1998, involved in the consideration of this application.

SIGNED:

DATE:

Closing date for completed application form: Noon on September 3rd 2019.

Return form to: Christ Church,
Brighton Road (between 861 & 863),
Purley, Surrey
CR8 2BN

or
office@christchurchpurley.org.uk

to whom all queries should be addressed.
Office telephone number: 0208 763 8291.

ADDITIONAL INFORMATION (CONFIDENTIAL) - This section of the form seeks additional information pertinent to your application. It will be removed before shortlisting and will not be seen by any members of the selection panel. Access to it will be limited to staff involved in administering the appointment process who need access for equal opportunities monitoring or to take administrative action based upon the information provided e.g. Occupational Health referral

Position applied for:

Title:

First name:

Surname:

Date of birth:

Are there any reasonable adjustments you would like us to make to enable you to participate fully and fairly in the recruitment process?

Yes No

If Yes, please give details: