

Application form

Parish of Tidenham

Children, Young People and Families Minister



Application form

Please complete this application form electronically.

Section one: personal information

Post applied for:	Children, Young People and Families Minister		
Family name:		Title:	Mrs
Preferred name:			
Names in full:			
Address:		Postcode:	
Telephone:			
Email:			
Are you eligible to work in the UK?			

Do you possess a current full driving licence?

Details of any endorsements

Groups/expiry date

Do you own a car?

Section two: Employment History

Please note any other employment you would continue with if you were successful in obtaining this position. _____

How much notice is required in your current post? __ weeks _____

From, to (month, year)	Name and address of employer	Job title and duties	Salary at leaving	Reason for leaving
Current				

Continue on a separate sheet if necessary.

Section three: Education History

- a) Professional/practical qualifications obtained (e.g. teaching, social work).

From	To	Qualification/experience

- b) Further Education (College or University). Please give details of any qualifications obtained.

From	To	Organisation and qualification

- c) Principal secondary schools

School	Qualifications and details

Section four: Reasons for Applying for this Post

Please detail here your reasons for applying for this post.

You should include experience obtained in your present and past roles that would be relevant to this post (see job description) and what particular skills, knowledge, experience and character you would bring if appointed. Continue on a separate sheet if necessary.

Section five: Christian Commitment

Have you been baptised?

Have you been confirmed?

Please tell us about any significant experience /periods of growth in your Christian faith, including how you came to faith and your church experience.

Section six: Criminal Record

Where appropriate, posts may be eligible for criminal record checks. This post is subject to an enhanced DBS check. Any subsequent offer of employment will be based on the outcome from such a check. Do you have any convictions, cautions, reprimands or final warnings that are not “protected” as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI 2013 1198?

https://www.gov.uk/disclosure-barring-service-check/documents-the-applicant-must-provide-http://www.legislation.gov.uk/uksi/2013/1198/pdfs/uksi_20131198_en.pdf

Section seven: References

Please give names and addresses of two persons from whom the Parochial Church Council (PCC) may obtain both character and work experience references (one must be your present or most recent employer).

Name:		
Position:		
Occupation:		
Address:		
Postcode:		
Telephone:		
Email:		
Relationship with applicant:		

May we approach your referees prior to interview?

Section eight: Declaration

Please read this carefully before signing this application.

- a) I confirm that to the best of my knowledge and belief, the above information is complete and correct and that any untrue or misleading information will give the PCC the right to terminate any employment contract offered.
- b) I agree that the PCC reserves the right to ask relevant questions about an individual's health after an offer has been made, and only where appropriate will request a health assessment through the Diocesan Occupational Health Advisor. Should further information be required and the PCC wish to contact a doctor with a view to obtaining a medical report, the law requires them to inform the individual of this intention and obtain their permission prior to contacting their doctor. Again, this is done through the diocesan occupational health adviser. Information the Diocese receives will only be retained on a personnel file during an individual's tenure in post and will be only stored/processed in accordance with the Data Protection Act.
- c) I understand that the Diocese has in place Safer Recruitment practices and I agree that where a role may require a criminal records check the PCC will apply to the Disclosure and Barring Service for the appropriate level of disclosure. I have read section five of this form and understand that should a required disclosure not be satisfactory, any offer of employment may be withdrawn or employment terminated.
- d) I understand that Clergy, Ordinands and such employed lay people working for the Diocese have duties that require them to represent or speak on behalf of the Church (which for the purposes of this policy includes all employees of the Church) may not be a member of or promote or solicit support for a party or organisation whose constitution, policy objectives or public statements are declared in writing by the House of Bishops to be incompatible with the Church of England's commitment to promoting racial equality. This explicitly includes the British National Party. I can confirm that I am able to comply with this.
(please circle as appropriate)

Signature: _____ **Date:** _____

Name: _____

Please return this form electronically as a Word and PDF document to:

Robin Riordan

Churchwarden, Parish of Tidenham

Email: rtpcc@aol.com