Richmond Team Ministry

Diocese of Southwark

Children and Young People’s Ministry Leader

1. **Personal details**

|  |  |
| --- | --- |
| Title & Full name |  |
| Address |  |
| Telephone Number |  |
| Email Address |  |

1. **Education/qualifications – most recent first**

|  |  |  |  |
| --- | --- | --- | --- |
| School/College/University | Dates (from – to) | Course taken / Qualifications | Grade |
|  |  |  |  |

1. **Present employment**

|  |  |
| --- | --- |
| Name and address of present employer | Job title |
| Salary |
| Date of appointment |
| Notice required |

|  |
| --- |
| Brief details of duties and responsibilities |

1. **Past employment (paid or unpaid) – most recent first**

Please explain any gaps in employment.

|  |  |  |
| --- | --- | --- |
| Employer’s Name and address | Position held | Dates |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Relevant training courses – most recent first**

|  |  |  |
| --- | --- | --- |
| Organising body | Course details | Dates |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Personal statement**

Please give a personal statement in support of your application, clearly demonstrating how you meet the criteria on the person specification *(please continue on a separate sheet if necessary)*

1. **References**

Note: Referees should not be friends or relatives and should cover a period of at least five years.

|  |  |
| --- | --- |
| 1. Present/most recent employerNameJob TitleAddressPostcodeTelephone numberRelationship to youWould prefer us not to contact this referee prior to interviewYes / No | 2. Previous employer / OtherNameJob TitleAddressPostcodeTelephone numberRelationship to youWould prefer us not to contact this referee prior to interviewYes / No |

1. **Driving**

|  |
| --- |
| Do you have a full, clean driving licence (*not essential*)? Yes / No |

1. **Rehabilitation of offenders and Criminal Records Disclosure**

|  |
| --- |
| Have you been convicted of any criminal offences? Yes / NoIf yes, please specify: |
| This post is exempt under the Rehabilitation of Offenders Act 1974 and as such appointments to this post will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service. Any information will be treated in the strictest confidence and used solely in relation to this application. This church is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment. |

1. **Declaration**

|  |
| --- |
| I certify that to the best of my knowledge, the information given on this form is correct. I understand that my application may be rejected or that I may be dismissed for withholding relevant details or giving false information. I also understand that the information I have provided will be subject to checking.Signature……………………………………………………………Date……………………… |

**Please return this form to:**

rector@richmondteamministry.org by 5.00pm on Friday 16 June 2023.