

St Mary Magdalene St Matthias St John the Divine

**St Mary Magdalene - Director of Music and Organist**

**Application Form**

**1 Please give your contact details**

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| --- |
| Name |
| Address |
| Email |
| Telephone (landline and/or mobile)  |

**2 Please give the contact details of three referees whom we may contact**

 At least one should be an ordained minister and at least one should be a layperson.

 Please check that each person is happy to offer a reference.

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| Name |
| Address |
| Email |
| Telephone (landline and/or mobile)  |

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| --- |
| Name |
| Address |
| Email |
| Telephone (landline and/or mobile)  |

|  |
| --- |
| Name |
| Address |
| Email |
| Telephone (landline and/or mobile)  |

**3 Please provide a curriculum vitae or résumé** (This can be inserted electronically below or provided as a separate document).

 Please ensure there are no gaps in the sequence of dates for education, employment and other periods.

 Please be sure to include any qualifications or experience that you consider relevant to this position.

**4 Please provide a covering letter** (Please provide this as a separate document).

Having read the advertisement and job description, please tell us in your letter why your character, training and experience make you particularly suitable as our Director of Music, why you would like this position and what vision you would bring with you to fulfil its potential.

 Please do not feel obliged to write at any greater length than you need to make your key points. In any case your letter should not be longer than 1000 words.

**5 Please return your application**

Please return your completed application by **5pm** on **Monday 24 September 2023** to

The Reverend Canon Wilma Roest,

Richmond Team Ministry Parish Office,

The Vicarage,

Ormond Road,

Richmond,

TW10 6TH

 Applications by email to rector@richmondteamministry.org are welcome.

 Interviews and auditions will take place in Richmond on Saturday 14 October – further details will be sent to short-listed candidates.

Thank you for your interest in this position.