** **

**Children’s Team Leader, Crofton Parish**

**Application Form**

*Please use the last sheet of the form for continuation answers or for any additional information that you would like us to know.*

**Personal Details**

|  |  |
| --- | --- |
| First Name(s): | Surname: |
| Home Address:  | Telephone numbers: |
| (home) |
| (work) |
| (mob) |
| Email |
| Do you have a full Driving License? | Yes | No |
|  |  |  |

**Educational Background**

Please list schools, colleges, and universities attended since the age of 11 with relevant dates.

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Address** | **Date From** | **Date To** |
|  |  |  |  |

Please list academic, professional and other qualifications with dates and grades gained.

|  |  |  |
| --- | --- | --- |
| **Subject** | **Grade** | **Date** |
|  |  |  |

**Employment Background**

Please give details of your employment history - beginning with your present/most recent job.

|  |  |  |
| --- | --- | --- |
| **Employer** | **Position held and primary duties / responsibilities** | **Dates** |
|  |  |  |

**Have you ever been convicted or cautioned with respect to a criminal offence? Yes / No**

Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. This means that you are not entitled to withhold information about convictions which for other purposes are 'spent' under provisions of the Act. In the event of employment, failure to disclose such convictions could lead to disciplinary action being taken. Any information will be treated in the strictest confidence and used solely in relation to this application. This position involves substantial access to children and young people and therefore a system of checking police records for possible criminal background will be implemented.

If your answer is 'Yes' please give full details at the end of this form.

**Disability**

If you have a disability, please tell us about any adjustments we may need to make to assist you at interview.

**Personal Motivation**

**Briefly describe how you became a Christian.**

**How would you describe your spiritual life currently?**

**Name of current minister/ pastor/ vicar**

**Name and address of church attended**

**What is your current and recent involvement in church life?**

**Describe your experience of working with children**

**Describe your experience of leading a team of people and or volunteers**

**Explain why you feel you would be suitable for this post, giving examples of how you meet the person specification.**

**What other interests / pastimes/ hobbies do you have?**

**References**

Please provide the names and addresses of two referees (including current employer if applicable).

**Referee (1)**

**Referee (2)**

Do you wish to be contacted before these references are taken up? Yes/No

**Data protection**

All information obtained about you by Crofton Parish will remain confidential to Crofton Parish. All paperwork will be locked away when not in use and any electronic records will be securely stored in full compliance with data protection legislation. You can withdraw or change your consent at any time by contacting Crofton Parish. All processing of your personal data will cease once you have withdrawn consent, other than where this is required by law. By signing this form, you are confirming that you are consenting to Crofton Parish holding and processing your personal data for the purpose of recruitment and selection.

I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

Signed: Date:

**Next**

Please return this form to Rev Richard England at **office@croftonparish.org.uk** by Friday 22nd August at 12pm.

The interviews will be held on Saturday 6th September at Holy Rood Church.

**Continuation Sheet**

Please use this space to expand on any earlier questions or to add any information that may be helpful.

**Children’s Team Leader**

Legal requirements

* The successful applicant will be required to undertake an enhanced DBS check before appointment
* We are only able to consider applicants who are already permitted to and can provide evidence of their eligibility to work in the UK
* There is a Genuine Occupational Requirement for the post holder to be a practising Christian of a denomination which is a member of Churches Together in Britain and Ireland in accordance with Schedule 9 to the Equality Act 2010