

## Children and Young People's Ministry Leader

### 1. Personal details

Title & Full name	
Address	
Telephone Number	
Email Address	

### 2. Education/qualifications – most recent first

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

### 3. Present employment

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

Brief details of duties and responsibilities
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### 4. Past employment (paid or unpaid) – most recent first

Please explain any gaps in employment.

Employer's Name and address	Position held	Dates

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

Organising body	Course details	Dates

**6. 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*)

## 7. References

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

1. Present/most recent employer	2. Previous employer / Other
Name	Name
Job Title	Job Title
Address	Address
Postcode	Postcode
Telephone number	Telephone number
Relationship to you	Relationship to you
Would prefer us not to contact this referee prior to interview	Would prefer us not to contact this referee prior to interview
Yes / No	Yes / No

## 8. Driving

Do you have a full, clean driving licence (not essential)?	Yes / No
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## 9. Rehabilitation of offenders and Criminal Records Disclosure

Have you been convicted of any criminal offences?	Yes / No
If 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.

**10. 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:**

[admin@richmondteamministry.org](mailto:admin@richmondteamministry.org) by 5.00pm on Monday 21 September 2020.