

Application for the Appointment of Youth & Schools Worker

Thank you for your interest in this position. Please complete this form accurately and in full as the decision to shortlist will be based solely on the information you provide on this form.

Name of Applicant:

Contact Telephone Number:

Please complete the application fully & mark your envelope 'CONFIDENTIAL'.

Return to:

Rev. Mark Massey

Frinton Free Church

2-4 Connaught Avenue

Frinton on Sea, Essex

CO13 9PW

Completed application forms can also be emailed to office@frintonfree.com

Please put 'Confidential Youth & Schools Worker' in the subject line of your email.

**PERSONAL CONTACT
DETAILS**

Title:		
Surname:		
Forename(s):		
Address:		
Post Code:		
Telephone Number(s):		
Email:		

EDUCATION

Please provide full details of all second level education, further or higher educational qualifications and/or professional qualifications. Documentary evidence of qualifications may be asked for if you are offered the post.

Secondary Education

Level of Qualification (e.g. GCSE, A Level etc.)	Subject	Mark or grade	Year

Higher Education

Further or higher education qualifications, including postgraduate e.g. HND, Degree, Masters, etc. Please state class or level.

Name of Institution	Level of Qualification	Subject	Grade	Year

Professional Qualifications or Membership

Name of Professional or Technical Association	Date	Status

EMPLOYMENT HISTORY

Please start with your present or last employment and include any relevant unpaid or voluntary work. Please account for all of your time since leaving full-time education. Documentary evidence of qualifications may be asked for if you are offered the post.

Current or Last Employer

Dates From/To	Name and Address of Employer	Reason for Leaving	Notice Period Required (if applicable)

Position Held:

Key Responsibilities

Previous Employment

Please continue on a separate sheet if necessary.

Dates From/To	Name and Address of Employer	Job title; key responsibilities; reason for leaving

EXPERIENCE, SKILLS & TRAINING

Please provide specific information in support of your application. Read the Role and Person Profile carefully and provide evidence and examples of the skills and experience you have which are necessary for this post. Your experience need not have been in paid employment and may include voluntary roles which are relevant. It is important that you provide evidence of your achievements by giving specific examples to support your application. You may wish to use the headings in the profile in order to set the information out clearly.

Please continue on a separate sheet if necessary.

YOUR CHRISTIAN JOURNEY

The post you are applying for has an occupational requirement to be filled by a practising Christian. Please answer the questions below:

1. Please tell us about how you became a Christian?
2. What have been the main contributing factors to your growth as a Christian?
3. How are you seeking to live out your Christian faith at home, work, and in your social life?
4. In what ways are you involved in your local church?

Please continue on a separate sheet if necessary.

SAFEGUARDING

Due to the nature of this role 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 (http://www.legislation.gov.uk/ukxi/2013/1198/pdfs/ukxi_20131198_en.pdf) must be declared and all applicants will be asked - Do you have any convictions, cautions, reprimands, final warnings, or bind-overs that are not protected and have you been disqualified from working with children, are named on the Children's Barred List (previously List 99 and the Protection of Children Act List) or subject to any sanctions imposed by a regulatory body (e.g. the National College for Teaching and Leadership)?

Applicants are not entitled to withhold such information. In the event of employment, any failure to disclose such information could result in dismissal, disciplinary action and may be reported to the police. Any information given will be completely confidential.

	YES/NO
Do you have any convictions, cautions, reprimands, final warnings, or bind-overs that are not protected?	If yes please provide full details in a separate document and email through directly to mark.massey@frintonfree.com marked in the subject line "CONFIDENTIAL".
Have you ever been the subject of any child abuse allegations or investigations?	If yes please provide full details in a separate document and email through directly to mark.massey@frintonfree.com marked in the subject line "CONFIDENTIAL".
Have you been disqualified from working with children, are named on the Children's Barred List (previously List 99 and the Protection of Children Act List) or subject to any sanctions imposed by a regulatory body (e.g. the National College for Teaching and Leadership)?	If yes please provide full details in a separate document and email through directly to mark.massey@frintonfree.com marked in the subject line "CONFIDENTIAL".
Are you eligible to work in the UK?	

REFEREES

Please give the names and addresses of two persons not related to you from whom references may be sought. One of these should be your present or a past employer who has knowledge of you in a work situation and is able to comment on your ability to carry out the particular tasks of the job applied for.

Reference 1

Name	
Position	
Organisation	
Address	
Postcode	
Telephone No.	
Email	
Capacity Known	

Reference 2

Name	
Position	
Organisation	
Address	
Postcode	
Telephone No.	
Email	
Capacity Known	

DECLARATION

DATA PROTECTION ACT DECLARATION

The information on the application form will be held and processed in accordance with the requirements of the General Data Protection Regulation. I understand that the information is being used to:

- Process my application for employment;
- Form the basis of a computerised record on the recruitment system for processing and monitoring purposes;
- Form the basis of a manual job file with other application forms and will be used for processing;
- If appointed, form the basis of a manual and computerised employment record.

I declare that the information provided on this form is true and complete to the best of my knowledge and belief. I understand that any false or omitted information may result in dismissal or other disciplinary action if I am appointed.

Signed:

Date: