Application Form

Schools’ Minister

Please return this application form, marking the envelope or email “Confidential” to   
Beverlea Parkhill, Operations Director, St Nicholas Church, Sevenoaks, Kent TN13 1JA /

[opsdirector@stnicholas-sevenoaks.org](mailto:opsdirector@stnicholas-sevenoaks.org)

Applications can be typed or clearly printed. Please use additional sheets if required.

# PERSONAL DETAILS

Name (in full):

Home Address:

Home telephone:

Work telephone: May we contact you at work? Yes/No

Mobile:

Email:

Are you legally eligible for employment in the UK? Yes/No

If you are *not* a citizen of the UK, do you possess the relevant work permit? Yes/No

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

# EDUCATIONAL BACKGROUND

Please provide a summarised list of college/university courses attended giving years of attendance and relevant qualifications obtained. Please also give full details of any professional or vocational training.

|  |  |  |
| --- | --- | --- |
| Dates | Place | Qualifications attained |
|  |  |  |

# Employment history

Starting with your current or most recent employer, please list in chronological order the last three positions you have held.

|  |  |  |  |
| --- | --- | --- | --- |
| Dates (month & year) | Name and address of employer | Job title and summary of duties | Reason for leaving / Notice period required |
|  |  |  |  |

# CHRISTIAN LIFE AND EXPERIENCE

# How and when did you become a Christian? How do you sustain your spiritual life?

# What positions (paid or voluntary) or other involvement have you had in your local church?

# What gifts do you believe God has given you and how have you used them?

# THIS POSITION

Why have you applied for the position of Schools’ Minister?

What in your opinion are the essential requirements of the post?

What gifts and skills do you possess (other than those mentioned above) that you consider are relevant to this appointment? Are there any others that may need to be developed?

What previous contact, if any, have you had with St Nicholas Church?

If appointed, when would you be free to join the team?

Do you hold a full licence to drive a car in the UK? Yes/No

# REFEREES

# Please give the names of two people who have known you for at least two years and who are willing to act as your referees. One should be your current employer, and the other should be a mature Christian who knows you well. At least one of these must be able to attest to your suitability to work with children / vulnerable adults.

# Current (or most recent) employer

Name:

Position:

Address:

Telephone:

Email:

When may this person be approached as a referee?

## Personal referee

Name:

Address:

Telephone:

Email:

Capacity in which they know you:

# Other Information

Is there any other information you would like to include in your application?

I confirm that the information I have provided is, to the best of my knowledge, true and accurate.

Signed: Dated:

Please ensure you have completed all of sections A-G before submitting this application.

**Applications to be returned asap (closing date noon on Friday 19th April 2024)**