



**YOUNGER
LEADERSHIP
COLLEGE**

Diocese of Southwell and
Nottingham



**GROWING
DISCIPLES**

Wider Younger Deeper

Application Form: Diocese Intern Programme 2018-19

It is important that this application form is completed by applicants. A Curriculum Vitae is not an acceptable substitute.

If the application form is completed and submitted electronically, a signed copy should also be sent by post.

As this form will be photocopied, please type or write in black ink or ballpoint pen.

Please return completed form to jo.padmore@southwell.anglican.org

For more details and an informal conversation about the role, please contact Andy Wolfe, Dean of Younger Leadership College at andy.wolfe@southwell.anglican.org or call 01636-817212 in the first instance.

Please note that Part A will be separated from the remainder of the application form and will NOT form part of the short-listing process.

The information given on the 'Monitoring Sheet' will also be separated and only used for monitoring purposes.

PART A - Personal Details

Surname	Forenames
Title	
Address	Telephone Numbers Home Work Mobile
Date of Birth	Email

Please say how you learned about this post:

Please state whether there are any adjustments that you may require to enable you to fully participate in the recruitment process e.g. wheelchair access.

References

Please give the names and addresses (including email if possible) of two persons to whom we may apply for references. Please obtain their permission.

First reference:

Name
Email address:
Address:
Occupation

Second reference:

Name
Email address:
Address
Occupation

Application

I declare that the information supplied by me in this application form and any accompanying papers or correspondence concerning this appointment is true to the best of my knowledge and belief. I agree to undergo a medical examination at any time. I understand that any offer will be subject to all references including Disclosure and Barring Service (DBS) checks and medical proving satisfactory, and that all posts commence with a probationary period of at least 6 months.

(For certain posts, any offer is subject to a Disclosure and Barring Service (DBS) check, in which case, if successful, you will be asked to complete a confidential questionnaire to enable this check to be carried out.)

Signature Date

Eligibility of Work - should your application be successful, any offer made to you will be subject to the receipt of satisfactory documentation providing your eligibility to work within the UK, as required by the Home Office. We usually ask shortlisted applicants to bring the relevant documentation with them on the date of interview.

In accordance with the Data Protection obligations (as amended from time to time) I consent to Southwell and Nottingham Diocese processing and continuing to process all personal data contained on this application form of which I am the subject.

Forename

Surname

Date

Signature

MONITORING SHEET (which will NOT form part of your Application)

OUR COMMITMENT TO EQUAL OPPORTUNITIES

The Southwell and Nottingham Diocese strives to be an Equal Opportunities Employer. We welcome applications from suitably qualified people from all sections of the community.

Recruitment, selection and promotion procedures will be monitored to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities.

Please note that this form is for Equal Opportunities monitoring only and will not be seen by the short listing / interview panel(s). It will not be used as part of the selection process.

Post applied for:	Date:
Gender: Male Female	Age:

Ethnicity

Please indicate your cultural / ethnic origins

The Categories listed below are those used on the National Census; if you prefer to use your own definition, please tick 'other' and use the space provided.

Please tick the appropriate box

White (WH)	<input type="checkbox"/>	Irish (IR)	<input type="checkbox"/>	Black African (BA)	<input type="checkbox"/>
Black Caribbean (BC)	<input type="checkbox"/>	Black Other (BLO)	<input type="checkbox"/>	Black British (BB)	<input type="checkbox"/>
Indian (IN)	<input type="checkbox"/>	Pakistani (PA)	<input type="checkbox"/>	Bangladesh (BG)	<input type="checkbox"/>
Asian British (AB)	<input type="checkbox"/>	Chinese (CH)	<input type="checkbox"/>	Mixed Race (MR)	<input type="checkbox"/>

Other (please specify)

PART B - Please outline why you would like to apply to be an Intern within the Younger Leaders programme, making reference as appropriate to the role description.

(Note: If you already have a specific placement opportunity within the Diocese in mind for consideration, please outline that here too)

Name and address of current and former employers(s)	Positions held in the past 10 years together with dates	Salary	Résumé of duties and responsibilities and reason for leaving

PART C - What academic / professional qualifications / training / interests do you have that would equip you for this internship?

Secondary Schools	Examinations Passed
University or College	Examinations Passed

Courses attended; Qualifications gained:

Do you hold a current full driving licence?

Do you have any points on your licence?

Please tell us a little about your interests and hobbies.

In what ways are you in sympathy with the aims and objectives of the Church of England?