

APPLICATION FORMApplication for the post of **SECTION I**Title Surname Christian names Address Home telephone number Mobile number Confidential E-mail Ordained deacon in the Diocese of In
(year)Ordained priest in the Diocese of In
(year)

PLEASE NOTE: All boxes on this form will expand as you type, please feel free to give details and do not feel constrained by the spaces on the form.

SECTION 2 – PRESENT APPOINTMENT

What is your present appointment? Please give the date you started and provide details of the ministry you have undertaken including a brief description of the responsibilities and any particular achievements.

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SECTION 3 – EDUCATION AND TRAINING

Please give details, with dates, **most recent first**

a) Further education (including theological college or course). Please give qualification obtained with class if degree.

Further/ Higher education – college / course / university attended	From	To	Qualifications obtained (with subjects studied and classes awarded)

b) Other professional / practical qualifications obtained e.g. teaching, social work, further study.

Other professional / vocational qualifications – college/ university attended	From	To	Qualifications obtained (with subjects studied and classes awarded)

Please list membership of any professional organisations.

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SECTION 4 - PRE-ORDINATION CAREER

Please provide details on any pre-ordination roles that you held, including leadership roles in the church.

Position held and employer	Brief description of responsibilities and any particular achievements	Dates from and to (including reason for leaving)

SECTION 5 – MINISTRY SINCE ORDINATION

a) Posts held since ordination (full and part-time not including present appointment).

Please list these, with separate entries for posts held concurrently (e.g. rural dean, chaplaincies etc). Please indicate major features of the role (e.g. type of area, team ministry, ecumenical) and provide details of your ministry in each role and set out any particular achievements. Please start with your most recent post and indicate your reason for leaving.

From	To	Post and description

b) Specialised Work

If over your ministry you have developed a specialist area of expertise (e.g. liturgy, mission, social responsibility, ecumenism, interfaith etc.) please could you indicate this/these and outline your work in the area(s) specified.

c) Responsibilities in the wider Church

Please indicate tasks undertaken for the wider Church, e.g. synodical responsibilities at any level, diocesan committees and working parties served on, ecumenical involvement, or work for a Church voluntary organisation, and how you contributed to progressing their agendas.

From	To	Description

d) Continuing ministerial education and development

Please list training courses attended and learning / development activities undertaken eg mentoring in the last 5 years. Please include courses and activities both inside and outside the Church.

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e) Publications

Title	Date of publication	Publisher	Review references

f) Theological and ecclesiological

What theological traditions have shaped your ministry and with which do you feel most at ease today?

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SECTION 6 – MINISTRY AND MISSION TO THE WIDER COMMUNITY

a) Responsibilities in the community

Please indicate your responsibilities in the community, e.g. school governor, political or community service. What did you accomplish?

Organisation	Brief description of responsibilities and any particular achievements	Dates from and to

b) Other areas of interest

Please indicate your involvement in special areas of concern, e.g. particular issues in contemporary life, international matters, academic or artistic interests. How have these contributed to your ministry?

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c) Other interests

Please indicate other recreational interests.

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SECTION 7 – PERSONAL STATEMENT

Please state your reasons for applying for this post. What you write and how you write it will help those making the appointment build up a picture of you. Please refer to the note 'Completing Application Forms' for further guidance. You will also want to set out your thoughts about how you will take forward some of the challenges and issues set out in the role specification.

SECTION 8 – CONFIDENTIAL

This section will be removed by the person administering the application process and will only be made available to the chair of the interview panel and the bishop.

If you are appointed to the post you will be asked to provide information about you and your family so you can receive appropriate pastoral care.

References:

Please give names, occupations, contact numbers and e-mail addresses of three persons to whom reference can be made. At least one should be clerical (not the bishop as his reference is sought as a matter of course) and one from a senior lay person. Referees should have a detailed up-to-date knowledge of your work. Please obtain their permission. If you have oversight of other clergy, a church or community please ensure that one of the referees can comment from this perspective and it would also be useful to have at least one woman amongst your referees. The reference request seek information on various aspects of your ministry. It important that your referees experience your ministry from different perspectives to enable a richer picture to develop.

We expect to take up references before the interview unless you have indicated otherwise.

Health:

Please specify any special access requirements you may have in order to attend interview e.g. wheelchair access.

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Start Date:

If appointed, approximately when would you be able to take up the role?

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SECTION 8 – CONFIDENTIAL INFORMATION CONTINUED

Protecting children and vulnerable adults

Are you aware of any police enquiries undertaken following allegations against you, which may have a bearing on your suitability for this post?

Yes/No

Promoting racial equality

Are you a member or active supporter of the British National Party or any other political party or organisation whose constitution, policies, objectives, activities or public statements are incompatible with the teaching of the Church of England in relation to the equality of persons or groups of different races?

Yes/No

Where did you hear of this post?

I certify the information given in this application is correct

N.B. Please feel free to type your name in the box below as an electronic signature

Signature

Date

NOTES:

It is important that this application form is completed by applicants. A Curriculum Vitae is not an acceptable substitute. Please submit electronically to asaoffice@churchofengland.org the role title should be placed in the subject line of your email. (E.g. Dean of CATHEDRAL NAME)

A confidential reference will also be requested from your diocesan bishop or area bishop in addition to other references. The Data Protection Act of 1998 applies to all references and commendations.

The successful candidate will be required to receive an enhanced disclosure from the Disclosure and Barring Service. The post will be offered subject to the candidate accepting to hold office under Common Tenure.

Travelling expenses and subsistence allowance (in accordance with General Synod regulations) will be allowed to candidates selected for interview.

Closing date for applications

Please return to:

Electronically to:

asaoffice@churchofengland.org

Interviews will be held on

