

CONFIDENTIAL

APPLICATION FORM

Application for the post of:

**Team Vicar (House for Duty)
Parish of Bledlow, Saunderton and Horsenden**

SECTION 1: PERSONAL DETAILS

Title

Surname

Christian Names

Address

Telephone number

E-Mail

Mobile number

Ordained Deacon in the Diocese of in (year)

Ordained Priest in the Diocese of in (year)

Lay Ministers
First licensed/ commissioned in the Diocese of in (year)

SECTION 2: PRESENT APPOINTMENT

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- i) **What is your present appointment? Please give full details of the appointment (dates, title and name of the diocese) and a brief outline of the work.**

- ii) **Have you completed end of curacy assessment?**
(To be completed by curates in training only)

Yes No

- iii) **Have you got a letter from the Bishop to confirm that you have completed your curacy**

Yes No

Use this space to expand on ii & iii above, if needed

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SECTION 3: PRE-ORDINATION/ADMISSION

Please give details, with dates.

i) Further education (including Theological College or Course)

Please give qualification obtained with class if degree.

| From | To | College, Course, etc. |
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ii) Other professional/ practical qualifications obtained

| From | To | Qualification / Experience |
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Career before ordination/admission

Please give a brief indication of the nature of the work and responsibilities

| From | To | Post and Description |
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SECTION 4: MINISTRY SINCE ORDINATION/ ADMISSION

- i) Posts held since Ordination/Admission**
(full and part-time in chronological order not including present appointment)

Please list these carefully with dates in chronological order, with separate entries for posts held concurrently (e.g. Area Dean, chaplaincies, etc). Please indicate major parish features (e.g. type of area, team ministry, ecumenical, etc).

| From | To | Post and Description |
|------|----|----------------------|
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- ii) Responsibilities in the wider church**

Please indicate, with dates, 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).

| From | To | Description |
|------|----|-------------|
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SECTION 4: MINISTRY SINCE ORDINATION/ADMISSION (Contd..)

iii) Continuing Ministerial Education and Development

Please list training courses attended (other than IME 1-7). Include courses outside the Church

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iv) Publications

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iv) 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 5: COMMUNITY AND OTHER INTERESTS

i) Responsibilities in the community

Please indicate your responsibilities in the community, e.g. School Governor, political or community service. How have you drawn on these in your ministry?

ii) Other areas of interest

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

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iii) Other interests

Please indicate other recreational interests. How have you drawn on these in your ministry?

SECTION 6: PERSONAL STATEMENT

Please state your reasons for applying for this post.

Please specify how you meet each of the selection criteria (see Person Specification), drawing on, skills, knowledge and experience from your previous career, both before and after ordination, responsibilities held and interests.

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SECTION 6: PERSONAL STATEMENT(cont...)

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SECTION 7: TRANSPORT

Please be advised that the information in this section will be considered for posts where public transport is considered not to be sufficiently good to enable a priest to carry out their duties without access to, and the ability to use, their own motorised transport. In such cases, and only in such cases, this is a genuine occupational requirement'. Please tick the relevant box/es below

Do you possess a current full Driving Licence? Do you own a car?

Do you own a motorcycle?

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SECTION 8: OTHER ESSENTIAL

INFORMATION

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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 update the Register of Ministers so you can receive appropriate pastoral care.

i) References:

Please give **names, occupations and addresses (including e-mail if possible)** 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 – for example a current churchwarden or head teacher of the local school. Referees should have a detailed up-to-date knowledge of your work. Please obtain their permission. If you are a Team Vicar, Priest-in-Charge of a daughter church or Assistant Curate, you should give your Team Rector's or Incumbent's name as a reference.

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

Please do not take up references before the interview. Please ✓ the box

Are your papers available from the Clergy Appointments Adviser?

ii) 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? *(Please be advised that if you are invited to an interview, you would have to complete a detailed confidential declaration form.)*

Yes/ No

iii) UK Border Agency requirements

Are you free to remain and work in the UK with no current immigration restrictions?

(Please note that you will be required to produce documentary evidence of your right to remain and work in the UK if you are invited to interview)

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Yes/ No iv) Ecclesiastical Offices (Age Limits) Measure 1975

Appointment to an ecclesiastical office cannot be offered to anyone over the age of 70 except on a fixed or limited term licence. Are you under the age of 70?

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| Yes/ No |
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v) Promoting racial equality

Clergy, ordinands and such employed lay people as have duties that require them to represent or speak on behalf of the Church (which, for the purposes of this policy, includes all employees of the national church) may not be a member of or promote or solicit support for a party or organisation whose constitution, policy objectives or public statements are declared in writing by the House of Bishops to be incompatible with the Church of England's commitment to promoting racial equality. This explicitly includes the BNP.

Please confirm that you are able to comply with this:

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| Yes/ No |
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Where did you hear of this post?

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I certify the information given in this application is correct

Signature _____ Date _____

NOTES:

It is important that this application form is completed by applicants. A Curriculum Vitae is not an acceptable substitute. If it is completed and submitted electronically a signed copy should also be sent by post. Please use black ink on hard copies of the form.

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 apply for an Enhanced Disclosure from the Disclosure and Barring Service (DBS)

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

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| Closing Date for Applications | 1 March 2018 |
| Interview Date | 19 March 2018 |

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| Please return to: Mrs Catherine Green The Bishop's Office, Sheridan, Grimms Hill, Great Missenden, Bucks, HP16 9BG buckapplications@oxford.anglican.org |
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