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| https://encrypted-tbn0.gstatic.com/images?q=tbn:ANd9GcTHt-Feqy5CWxOTMEBuz2tn6PCCxytAqmfPl-SIfBw9xEEKTWU1j4NLLn4  **OLD MEETING UNITED REFORMED CHURCH BEDWORTH**  **OLD MEETING YARD, off LEICESTER STREET, BEDWORTH CV12 8JR**  Minister: Revd. Dr Allan Smith  Church Secretary: Lynda Burton |
| If you submit a hard copy and there is insufficient room to fully answer any question, please continue on separate sheet(s). |
| Job applied for:  Youth and Families Worker : Old Meeting URC, Bedworth |

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| Surname: | Contact telephone numbers  Home:  Mobile: |
| First name(s): |
| Address: |
| Email: |
| **Do you have the legal right to work and live in the UK?**  **NB: Please note, should you be short-listed for interview, you will be required to bring your passport or equivalent documentation to show that you have the right to work in the UK. You can find details at https://www.citizensadvice.org.uk/work/right-to-work-in-the-uk/check-how-to-prove-your-right-to-work-in-the-uk/** | |
| **Do you require any special arrangements for interview and/or to help you take up this role?** | |

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| **Education – Professional, Postgraduate, First Degree/Diploma**  Please list all **degrees/diplomas/professional qualifications** etc held at or currently studied for, whether at first degree or postgraduate level. **List most recent first** and give all results known whatever the outcome. | | | | |
| **From - To**  **Month/Year** | | **Higher Education Institution** | **Award and Title of Award (HND/Degree/Dipl/Msc/PhD etc) List main subjects below title** | **Results**  **(expected/awarded)** |
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| **Education – Prior to Higher Education**  Please list all qualifications achieved (other than higher education) **e.g. - GCSEs, A Levels etc.  List most recent first** and give all results known whatever the outcome. | | | | |
| **From - To**  **Month/year** | | **School/College** | **Examinations**  **Taken** | **Results awarded** |
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| **Employment and Work Experience**  Please describe briefly any work (whether paid or unpaid) which you have undertaken.  Highlight (\*) the two most relevant and note what you have achieved. | | | | |
| **From - To**  **Month/Year** | | **Employer** | **Job Title/Responsibilities** | **Achievements** |
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| **Other Training**  Please list any courses you have undertaken, including dates and duration, which did not lead to a qualification and which you feel are relevant to the advertised role. | | | | |
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| **Personal Interests/Achievements**  Use the space below to describe with dates (year) any part-time activities. Include organising, leading of group activities. Those requiring initiative, creativity or giving intellectual development are also of interest. |
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| **Specific Skills**   1. List any languages that you know indicating level of proficiency (basic/working knowledge/fluent/ mother tongue). 2. Specify your experience with any generic computer packages/programmes (limited/working knowledge/extensive). 3. Indicate any other specific relevant skills (graphics skills etc). |
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| **Suitability for the Post**  Explain why you have applied for this job, making sure that you fill out each section below to outline your relevant qualifications and experience as they relate to the person specification. Emphasise why you consider yourself to be a strong candidate. Please use a further sheet of paper if necessary. |
| **Please state what makes this role interesting to you:** |
| **Education and Qualifications:** |
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| **Knowledge & Experience:** |
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| **Skills & Abilities:** |
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| **Other:** |
| *Willing to work within the Christian ethos of the United Reformed Church:* |

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| **References**  Please give details of two individuals, not related to you, who would be willing to provide employment references. One of these must be your present employer if you are currently working (paid or voluntary). Please ensure that where possible, your referees will be able to provide relevant information. If the job you are applying for involves caring for children and/or vulnerable adults, one of the referees should be able to comment on this. The other should be a person who is able to comment on your ability to perform the role for which you are applying. | |
| Full Name: | Full Name: |
| How is the referee known to you? | How is the referee known to you? |
| Position: | Position: |
| Address: | Address: |
| Telephone: | Telephone: |
| Email: | Email: |
| **Availability** | |
| Are you available to attend on Sunday 16th November 2025?  Are you available for interview on Friday 21st November 2025 | Please give the date from which you are available for employment: |

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| **Criminal record checks** |
| 1. As the role you are applying for involves frequent or regular contact with or responsibility for children, you will be required to undertake an Enhanced Disclosure and Barring Service (DBS) check. 2. As part of your application, you will receive a second email headed ‘self-declaration’ form. Please could you also complete that form which should then be returned as a separate email with “self-declaration form” in the subject line or (if the application is sent by post) in a separate (inner) marked envelope. The form will be opened by our DBS verifier/Safeguarding Officer if you are selected for interview. |

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| **Declaration**  I declare that the information given on this form is correct and understand that, on appointment, any misleading statements or deliberate omissions will be regarded as grounds for disciplinary action if employed.  I acknowledge that an appointment, if offered, will be subject to satisfactory references and clear criminal record checks for those who undertake regulated activities and work with children and/or adults at risk,  I have completed and submitted the self-declaration form, in accordance with the instructions in the section above. |
| Signed: Date:  Name (please print): |

**

Thank you for taking the time to complete this form. **Please return it with at least two referees’ details, plus the additional self-declaration form to** Lynda Burton, Old Meeting URC, Old Meeting Yard, off Leicester Street, BEDWORTH CV12 8JR or email [lyndakburton@gmail.com](mailto:lyndakburton@gmail.com) by Friday 14th November 2025. There will be an opportunity to attend Old Meeting Messy Church on Sunday 16th November. Sifting will take place on Monday 17th November and interviews will take place at Old Meeting URC on Friday 21st November . If selected for interview, you will be notified by 5.30pm on Tuesday 16th September.