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This application form helps you to demonstrate your calling to the post, showing how your gifts, skills, experience and qualities match the criteria. It allows those making appointments to demonstrate their discernment of the successful candidate by assessing candidates against selection criteria in a structured way, avoiding bias. Forms may be submitted electronically.

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|  | **Confidential** | | |
| Application for the office of | **Archdeacon of Bath** | | |
| Where did you see the post advertised? | Click here to enter text. | | |
| Section 1 | | | |
| Surname | Click here to enter text. | | |
| Christian name(s) | Click here to enter text. | | |
| Address | Click here to enter text. | | |
| Telephone number (home) | Click here to enter text. | | |
| Telephone number (mobile) | Click here to enter text. | | |
| E-mail | Click here to enter text. | | |
|  | | | |
| Ordained deacon in the Diocese of | Click here to enter text. | in (year) | Click here to enter text. |
| Ordained priest in the Diocese of | Click here to enter text. | in (year) | Click here to enter text. |
|  | | | |
| Section 2 – Present appointment | | | | |
| What is the title of your present office? Please give the date you started and a brief outline of the work and your responsibilities. | | | | |
| Click here to enter text. | | | | |

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| Section 3 – Further education and professional qualifications | | |
| Please give details, with dates, most recent first | | |
| **a) Further education (including theological college or course).**  Please give qualification obtained with class if degree. | | |
| **From** | **To** | **College, course etc** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **b) Other professional/practical qualifications obtained**  (eg teaching, social work, further study). | | |
| **From** | **To** | **Qualification/ experience** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| Section 4 – Career and ministry  Please give details, with dates, most recent first. Please explain any gaps and give a relevant address for each appointment. | | |
| **a) Career before ordination** Please give a brief indication, with dates, of the nature of the work and responsibilities. | | |
| **From** | **To** | **Description (nature of work and responsibilities)** |
| Click here to enter text. | Click here to enter text. |  |
| Click here to enter text. | Click here to enter text. |  |
| Click here to enter text. | Click here to enter text. |  |
| Click here to enter text. | Click here to enter text. |  |

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| **b) Posts held since ordination and any other work done**  (Full and part-time not including present appointment) with details of the nature of the work and responsibilities.  Please start with your most recent post, indicate your reason for leaving and explain any gaps.  Please list these, with separate entries for offices held concurrently (e.g. Area Dean, Chaplaincies etc.). Please indicate major parish features (e.g. type of area, team ministry, ecumenical). Please provide a contact address where the post is not parochial or diocesan.   |  |  |  |  | | --- | --- | --- | --- | | **From** | **To** | **Office and description (nature of work and responsibilities)** | **Contact address if not a parochial or diocesan post** | | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | | |
| **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** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **d) Continuing ministerial education and development** | | |
| Please list training courses attended and development activities undertaken, for example, mentoring (other than IME 1-7) in the last 5 years. Include courses and activities both inside and outside the Church. | | |
| Click here to enter text. | | |

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| **e) Any publications, including electronic (e.g. blogs)** |
| Click here to enter text. |
| **f) Theological and ecclesiological** |
| What theological traditions have shaped your ministry and with which do you feel most at ease today? |
| Click here to enter text. |

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| Section 5 – Community and other interests |
| **a) 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? What do you think you accomplished? |
| Click here to enter text. |
| **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? |
| Click here to enter text. |
| **c) Other interests** |
| Please indicate other recreational interests. |
| Click here to enter text. |

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| Section 6 – Personal statement |
| Please state your reasons for applying for this office. What you write and how you write it will help those making the appointment build up a picture of you. You will want to outline how you meet each of the selection criteria (see parish profile), drawing on gifts, skills, knowledge and experience from your previous career, both before and after ordination, responsibilities held and relevant interests. 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. If the office applied for is in a different church tradition from the one you have come from, give examples of how you have worked across traditions.   |  | | --- | | Click here to enter text. | |

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| Further personal perspectives |
| a) What are your priorities in ministry?  Clickheretoentertext**.** |
| b) How do you see your role as an ordained minister in relation to lay people?  Click here to enter text. |
| c) How can the church grow? if possible, please illustrate from your personal experience of ministry (about 100 words)  Click here to enter text. |

Section 7 – Confidential

**These pages will be removed by the person administering the application process and will only be available to the chair of the interview panel, the archdeacon and the bishop.**

**References:**

Please givenames, occupations and addresses (including e-mail if possible) of three persons to whom reference can be made and the capacity in which they have known you. 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 referee.

References will be sought after shortlisting. Please ensure that the referees have seen a copy of the parish profile and any other relevant material and ask that in addition to mentioning your personal strengths and weaknesses, they also address explicitly your qualities relating to the parish profile.

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| Click here to enter text. |

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Do you hold a full valid driving licence and/or have access to a vehicle? Choose an item.

Alternatively, are you able to travel within an appropriate timeframe and/or on short notice? Choose an item.

To fulfil our obligations under the Ecclesiastical Offices (Terms of Service) (Amendment) Regulations 2017 please can you confirm your date of birth: Click here to enter text.

**UK Border Agency requirements**

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

Choose an item.

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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| **Marital status:**  Please describe your marital status. You should specify whether you are single, married, or in a civil partnership, separated, divorced, widowed, or formerly in a civil partnership now dissolved. You should also specify whether you are divorced and remarried with a previous spouse who was still living at the time of your marriage, and/or whether you are married to a person who has been previously married whose former spouse was still living at the time of your marriage. |
| Click here to enter text. |
| **Protecting children and vulnerable adults – the Confidential Declaration Form** |
| The Confidential Declaration Form must be completed by all those wishing to work with children and/or adults who are vulnerable. It applies to all roles, including clergy, employees, ordinands and volunteers who are to be in substantial contact with children and/or adults who are vulnerable. This form is strictly confidential and, except under compulsion of law, will be seen only by those involved in the recruitment/appointment process and, when appropriate, the Diocesan Safeguarding Adviser or someone acting in a similar role/position. All forms will be kept securely in compliance with the Data Protection Act 1998. A Confidential Declaration will need to be completed once an offer of appointment has been made. |

**Promoting racial equality**

Are you a member or an active supporter of any political party or other organisation whose constitution, policies, objectives, activities, or public statements are incompatible with the Church of England’s commitment to promoting racial equality? The House of Bishops has made declarations of incompatibility in respect of two organisations, namely the British National Party and the National Front.

Choose an item.

### Personal information

**Family or dependants who live with you (for housing purposes):**

|  |  |
| --- | --- |
| Adults (number): | Click here to enter text. |
|  |  |
| Children (number and age): | Click here to enter text. |

**Health:**

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

|  |
| --- |
| Click here to enter text. |

Do you have any health-related condition that would affect your ability to carry out functions that are intrinsic to this office? (See person specification for details.)

|  |
| --- |
| Click here to enter text. |

**Interviews are to be held on 22 and 23 May 2024**

If invited, would you be able to attend on those dates?                           Choose an item.

Would you require accommodation for the night of 22 May 2024?         Choose an item.

Length of Notice required to leave present post: Click here to enter text.

In the event of your being called for interview Bath and Wells will request a confidential reference from your diocesan bishop or area bishop.  You need take no action in this regard.

For the successful candidate an Enhanced Disclosure (which will include a check of the barred lists) from the Disclosure & Barring Service (DBS) will be required and completion of the Confidential Declaration Form.  In connection with this the diocese follows a Code of Practice (copy available) and is committed to the fair and sensitive use of Disclosure information.  Evidence of previous convictions will not necessarily disbar a candidate.

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| **I certify the information given in this application is correct** | | | | | |
|  | |  |  |  |  |
| Signature | Click here to enter text. | | | Date | Click here to enter text. |

Please ensure this application is returned by **Friday 3 May 2024** to:

Enita Andrews, HR Manager

The Diocese of Bath and Wells, Flourish House, Cathedral Park, Wells, BA5 1FD

[enita.andrews@bathwells.anglican.org](mailto:enita.andrews@bathwells.anglican.org)

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| Clergy recruitment monitoring form  Please complete this monitoring form and send it direct to the monitoring officer of the diocese in which you are applying to work. The information will not be used as part of the selection process and will enable the diocese to monitor the diversity of clergy applying for its offices. You may tick the ‘prefer not to say’ box for any questions that you do not wish to answer. | | | | | | | | | | | |
| **Application for the office of:** | | | | Archdeacon of Bath | | | | | | | |
|  |  | | |  | | | |  | | | |
| **1 What is your ethnic group?** | | | | | | | | | | | |
| A White | | | | | | | | | | | |
| British | |  | |  |  | | | Irish |  | | |
| Other | | | | | | | | |  | |  |  | |
| B Mixed |  |  | |
| White/ Black Caribbean | |  | | White/Asian | | | | |  | | |
| White/Black African | |  | | Other | | | | |  | | |
|  | | | | | | | | | | | |
| C Asian or Asian British |  | | |  | | | |
| Asian British | |  | | Pakistani | | | | |  | | |
| Bangladeshi | |  | |  | | | | Indian |  | | |
| Other | | | | | | | | |  | | |
| D Black or African or Caribbean or Black British | | |  |  | | | |
| African | |  | | Caribbean African | | | | |  | | |
| Black British | |  | | Other | | | | |  | | |
| E Other group |  |  | |  | | | |  | | | |
| Chinese | |  | | Other | | | | | |  | |
| |  | | --- | |  |   F Prefer not to say | | | | | | | | | | | |
| **2 Gender** |  | | | | | | |  | | | |
| Male | |  | | Female | |  | | Prefer not to say |  | | |
| **3 Age Group** |  | | |  | | | |
| 16 – 25 | |  | |  |  | | | 26 – 35 |  | | | |
| 36 – 45 | |  | |  |  | | | 46 – 55 |  | | | |
| 56 – 65 | |  | |  |  | | | 66 – 70 |  | | | |
| Over 70 | |  | |  |  | | | Prefer not to say |  | | | |
| **4 Disability** |  | | |  | | | |  | | | | |
| Do you consider yourself to have a disability or a long term health condition? | | | | | | | | | | | | |
| Yes | |  | | No | | |  | Prefer not to say |  | | | |
| **5 Marital Status** |  | | |  | | | |  | | | | |
| Single | |  | | Separated | | | | |  | | | |
| Married | |  | | Divorced | | | | |  | | | |
| In a civil partnership | |  | | Civil partnership dissolved | | | | |  | | | |
| Married to a person who has been previously married whose former spouse was still living at the time of the marriage | |  | | Widowed | | | | |  | | | |
| Divorced and remarried with   a previous spouse still living at the time of the marriage | |  | | Prefer not to say | | | | |  | | | |