

GAP YEAR Application Form

Section 1. Introduction

Thank you for considering a role with **equip north east**. We take every application seriously and appreciate the time and effort put into it. We believe that every individual is created unique and bears the imprint of God, so you can expect us to treat you fairly and with dignity.

We aim to ensure that no applicant or employee receives less favourable treatment on the grounds of age, disability, ethnic origin, gender, nationality, marital status, sexual orientation, or race. We will not discriminate unlawfully on the grounds of religion. Our equal opportunities policy goes into this in more depth; please ask if you would like to see it.

Please complete all sections and email the finished form to applications@equipnortheast.com. Alternatively, you can print and complete the form in black ink, then post it to:

Equip North East, c/o Enon Baptist Church, Williamson Terrace,
St Peter's View, Monkwearmouth, Sunderland, SR6 0AG

If you have a question about this form or about Equip, please email info@equipnortheast.com.

Section 2. Personal details

First Name(s):

Telephone Number(s):

Surname:

Address:

Email:

How did you hear about Equip North East?

Are there any changes to the working environment that we may need to make to help you in this role?

YES

NO

If yes, please give details:

Section 3. The ethos of equip north east

equip north east is a partnership of several Christian organisations in the North East, and our purpose is to equip and resource churches, communities and young people for the task of mission. We have identified that for this post there is a genuine occupational requirement for the role holder to be a committed Christian in accordance with the Employment Equality (Religion & Belief) Regulations 2003. Please answer the following questions to show how you meet this requirement:

How long have you been a Christian?

Do you agree with our statement of faith?

(click link above or find on homepage at www.equipnortheast.com)

YES

NO

What church do you attend, and where is it located?

What denomination is it?

Please tell us what your current church thinks about you taking part in this Gap year programme.

Tell us a little of your faith journey and how you got to this point of applying to **equip north east**.

Tell us a little about your gifts and abilities that will be relevant to the Equip gap year programme:

Section 4. Education

Secondary education:

School name:

Date attended:

Address:

Qualification:

Grade:

Qualification:

Grade:

Further education

School or college name:

Date attended:

Address:

Qualification:

Grade:

Qualification:

Grade:

Higher education

College or university name:

Date attended:

Address:

Course details and qualification achieved:

Section 5. Training

Please list any courses you have completed with the details below

Date (roughly):

Course name:

Qualification (if any):

Course provider:

Section 6. Work experience

Most recent or current work (paid or voluntary)

Job title:

Employer name:

Address:

Date range:

Job summary:

Key achievements:

Reason for leaving:

Previous work *(Please attach an additional page if space below is not sufficient)*

Dates:

Job title:

Job summary:

Section 7. References

References

Please provide the details of two referees who will be approached to complete a reference about you before we accept you onto this programme. We prefer to do this when you are invited to interview. Please indicate if you agree to this; otherwise we will pursue references after a conditional job offer.

Title:

Address:

First name:

Surname:

Email address:

Telephone:

Can we approach this referee if you are invited to interview?

YES

NO

Title:

Address:

First name:

Surname:

Email address:

Telephone:

Can we approach this referee if you are invited to interview?

YES

NO

Section 8. Personal profile

Motivation

Explain why you would like to be considered for the gap year programme with Equip North East.

Relevant experience

Describe any experiences you have had that have helped prepare you for this role.

Section 9. Further information

If there is anything further you want to tell us in support of your application, please tell us here:

Section 10. Declaration

Due to the nature of this role a Criminal Records Bureau Check (DBS) is required before a final acceptance onto the programme is made. A criminal record is not necessarily a bar to employment with us. Please ask for our policy on the recruitment of ex-offenders for more details. Do you have any spent or unspent criminal convictions? YES NO

(If yes please give the details on a separate sheet of paper)

I confirm that the information given in this application is correct and understand that any misrepresentation or omission may render me liable to dismissal if offered a post.

I authorise **equip north east** to use and store my data, in accordance with the Data Protection Act, for recruitment and employment purposes, to be seen only by those involved in the recruitment and selection process.

Signature:

Date:

Equal Opportunities Monitoring

One last thing. . . In order to monitor how we deliver against our aim of being an equal opportunities employer, please tell us the following information. This information will be used for statistical analysis and reporting to statutory organisations if requested.

Age:

Do you consider yourself to have a disability in accordance with the Disability Discrimination Act?

YES

NO

If yes, please explain:

Ethnic origin:

Gender:

Nationality:

Marital Status:

Sexual orientation:

Religion: