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**VENNTURE APPLICATION FORM**

***Vennture* adheres to Safer Recruiting principles andis committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment.**

|  |  |
| --- | --- |
| **Application for the post of:** |  |

|  |  |
| --- | --- |
| **Preferred Hours****(if applicable)** |  |

|  |  |
| --- | --- |
| **Surname:** |  |

|  |  |
| --- | --- |
| **Forenames:** |  |

|  |  |
| --- | --- |
| **Email Address:** |  |

**PART A**

1. **PRESENT POST (or last post if currently unemployed)**

|  |  |
| --- | --- |
| **Name, address of employer****Telephone Number** |  |
| **Post Held**  |  |
| **Status**  (perm / temp / |  |
| **Date appointed to current post** |  | **Date appointed to employer (if different)** |  |
| **Current Salary** |  |
| **Date available to take up appointment with Vennture** |  |

**2. FULL CHRONOLOGICAL EMPLOYMENT HISTORY**

**Please provide a full employment history in chronological order since leaving secondary education.**

**In accordance with Safer Recruiting principles, please show any gaps in employment and the relevant dates with an explanation .**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name and address of employer** | **Position held and salary level on leaving** | **F/T or P/T** | **Dates** | **Reason for leaving or the reason for any gap in employment** |
| **From** | **To** |
| **M** | **Y** | **M** | **Y** |
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 **Please enclose a continuation sheet if necessary**

**3. EDUCATION & QUALIFICATIONS**

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| --- | --- | --- | --- |
| **Name and address of Secondary School** | **Date From** | **Date To** | **Qualifications Gained with Date and Level attained** |
|  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of University, College / Other Higher Education** | **Date From** | **Date To** | **Full or Part Time** | **Qualifications or Subjects Passed with details of standard obtained** |
|  |  |  |  |  |

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| **Additional Qualifications**  |

1. **RELEVANT TRAINING**

**Please list relevant courses attended in the past 3 years.**

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| --- | --- | --- | --- |
| **Subject** | **Organising Body** | **Date (s)** | **Duration** |
|  |  |  |  |

1. **RELEVANT SKILLS, KNOWLEDGE & EXPERIENCE, INTERESTS AND SKILLS**

**Please summarise your motivation for applying for this job and the experience and skills you have that are relevant to the role as outlined in the job description and person specification. *(Please use additional sheets if necessary)***

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1. **VISION AND VALUES**

Hereford City Mission was created in 1856 by John Venn, Vicar of St. Peter’s, and his sister Emelia, to employ individuals to visit struggling families in their homes to support them and encourage their well-being.

In May 2013, Hereford City Mission was recreated and renamed ‘Vennture’ – a cross-denominational initiative by the county’s churches to address social challenges emerging from an ebbing tide of publicly funded health and welfare. While Vennture is a church-rooted enterprise, it benefits those of all faiths and none.

Our values of Faith, Love and Endeavour underpin all that we do. We are inspired by the message, life and example of Jesus; this shapes and guides every aspect of our work. Our desire is to ‘Love People Better’ and to bring hope and transformation.

Please explain how you personally relate to our vision and our values and how you think it can positively impact families, young people and individuals who are struggling. ( minimum 300 words)

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1. **REFEREES**

Please provide here details of two people who can provide an employment (professional) reference. One should normally be your present or most recent line manager or employer. Please also provide details of someone who knows you well but is not related to you to provide a personal reference. References are requested by e mail so please ensure the correct e mail address is provided. **Please ensure you obtain permission from your referees to disclose this information.**

**For posts in our Family Mentoring team, if** **you are not currently working with children, please provide a referee from your most recent employment involving children.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **FIRST REFEREE** | **SECOND REFEREE** | **PERSONAL REFEREE** |
| **Title and Name** |  |  |  |
| **Address and post code** |  |  |  |
| **Telephone Number** |  |  |  |
| **Email address** |  |  |  |
| **Job Title** |  |  |  |
| **Relationship to applicant** |  |  |  |

 References will be sought prior to interview unless specifically requested not to.

 May we contact all referees prior to interview? **YES /NO** (delete as applicable)

**PART B**

**This section may be separated from Part A on receipt. Relevant contents may be verified prior to shortlisting but will not then be used for selection purposes.**

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| --- | --- |
| 1. **Legal Surname**
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| 1. **All previous surnames**
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| 1. **All forenames**
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| 1. **Title**
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| 1. **Current Address**
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| 1. **Postcode**
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| 1. **Home telephone number**
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| 1. **Mobile telephone number**
 |  |
| 1. **Date of Birth**
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| 1. **National Insurance Number**
 |  |
| 1. **Have you ever been subject to an investigation or disciplinary action relating to the welfare of children?**
 | **Yes / No** If YES please state separately under confidential cover the circumstances and the outcome including any orders or conditions. |
| 1. **Are you subject to any legal restrictions in respect of your employment in the UK?**
 | **Yes / No** If YES please provide details separately |
| 1. **Do you require a work permit?**
 | **Yes / No** If YES please provide details separately |
| 1. **Do you have a current full driving licence?**
 | **Yes / No**  |
| 1. **Do you have access to a car?**
 | **Yes / No**  |
| 1. **Please give details of any points and/or driving ban in the last 5 years**
 |  |
| 1. **Please specify languages spoken, other than English and including British or other national sign language.**
 |  |
| 1. **Are you related to or have a close personal relationship with any current employee or connected party with Vennture?**
 | **Yes / No** If YES, you can give brief details here or you can submit separately under confidential cover. |

**POSITIVE ABOUT DISABILITY**

**Vennture** welcomes applications from people with disabilities and will guarantee an interview to all disabled candidates who demonstrate they meet the essential requirements of the post.

The information requested below will help us ensure that disabled candidates have fair and equal access to recruitment opportunities and that we fulfil our obligations under the Equality Act 2010.

Under this Act, a person with a disability is defined as having ‘a physical or mental impairment which has a substantial and long term adverse effect on his or her ability to carry out normal day to day activities’.

**Do you consider yourself to have a disability? YES / NO**

**If yes, and you are selected for interview, would you welcome a pre-interview discussion to identify any requirements you may have?** **YES / NO**

**Would the provision of any aids or reasonable adjustments assist you in carrying out the duties of the post?** (If yes, this will be discussed with you at interview) **YES / NO**

**DECLARATION**

 I certify that, to the best of my knowledge and belief, all particulars included in my application are correct. I understand and accept that providing false information will result in my application being rejected or withdrawal of any offer of employment, or summary dismissal if I am in post, and possible referral to the police.

I understand that by signing this form I accept that the information I have provided may be used in compliance with the Data Protection Act for the purposes of potential contractual employment with Vennture and in particular that checks may be carried out to verify the contents of my application form.

 **Signature of Candidate Date**

 **Print Name**

**Please send your completed application to:**

**Julia.over@vennture.org.uk** **by the advertised deadline**

**GET IN TOUCH**

 **Email:** enquiries@vennture.org.uk

 **Telephone:** 0330 202 0730

 **Write to us:** Vennture

 26, Vicarage Road

 Hereford

 HR1 2QN

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 **Website:** [www.vennture.org.uk](http://www.vennture.org.uk)