

Ps & Gs Church



Application Form

Role: Events Manager

Thank you for applying for this role at Ps & Gs Church. Please read through the whole form before completing it. If you require a paper copy of this form, or assistance with completing it, please do not hesitate to get in touch.

Personal details

Full Name (including middle names) _____

Known as (if different) _____

Email address _____

Postal address _____

Postcode _____

Phone number _____

Alternative phone number _____

How did you hear about this job vacancy? _____

If successful, when could you start working for us? _____

Right to work in the UK

All applicants for this role must be able to prove they have the right to work in the UK.

Please confirm that you already have the right to work in the UK Yes No

Employment History

Only fill in the following section if the information required is **not** on your CV.

Please list current/most recent employment first.

Name of employer (current/most recent) _____

Job title _____

Dates of employment (from-to) _____

Key duties and responsibilities

Name of employer _____

Job title _____

Dates of employment (from-to) _____

Key duties and responsibilities

Name of employer _____

Job title _____

Dates of employment (from-to) _____

Key duties and responsibilities

Education, qualifications and training

Only fill in the following section if the information required is **not** on your CV. Most recent qualifications first.

Further/higher education

Institution(s) _____

Year(s) of attainment _____

Qualification(s) attained

Secondary education

School/college(s): _____

Year(s) of attainment: _____

Qualification(s) attained

Details of relevant training

Application questions

Personal statement (up to 400 words) – please include:

- your reasons for applying
- how you meet the criteria for this role
- what most excites you about working at Ps & Gs

Tell us about your experience in running an event from start to finish. How did it go and how did you measure success?

Tell us about an enterprise or event that you have had to run on a budget. What systems did you have in place and how did you keep it on track?

Ps & Gs vision

Ps & Gs is a vibrant and active evangelical church. Our vision is that **we are called to be whole life disciples, sharing the whole of the gospel, with the whole of society, through churches of grace.**

Occupational Requirement

An Occupational Requirement applies to this role in terms of the Equality Act (part 1, schedule 9). This post requires the post-holder to be a practicing Christian.

Please share your testimony and Christian journey (up to 300 words) – please include:

- how you became a Christian
- how do you sustain yourself spiritually
- your current church involvement

Please tell us about your sense of God's calling into this role

Final question

As a staff team we take our faith and our work seriously, but we don't take ourselves too seriously. What is the most outrageous thing you have ever done? (sinful or righteous!)

References

Referee 1

First and last name _____

Organisation _____

Relationship to you _____

Email address _____

Contact number _____

Can we contact them before interview? Yes No

Referee 2

First and last name _____

Organisation _____

Relationship to you _____

Email address _____

Contact number _____

Can we contact them before interview? Yes No

Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Applicant Signature: _____

Date: _____

What next?

Please email your completed and signed form and your CV to: David Shanks
(david@psandgs.org.uk)

We will be in touch to acknowledge safe receipt and to tell you the next steps.

Reasonable Adjustments

If you are shortlisted for interview, we will ask you to inform us of any reasonable adjustments (e.g. for accessibility etc) we can make to help you in the next stages of the recruitment process.