



CHRIST CHURCH VIRGINIA WATER

MINISTRY SUPPORT		
1. Personal Information		
Title:	Forename(s):	Surname:
Known as:		
Any previous names by which you have been known:		
Date of Birth:		
Home Address:		
Postcode:		
Daytime Tel No:	Mobile Tel No:	Evening Tel No:
Email Address:		
2. Education, Training & Qualifications Please provide details of any relevant education, professional qualifications, vocational training, safeguarding training, or other courses relevant to this role. Include dates, awarding organisations, and any qualifications achieved.		

3. Ministry, Administrative & Voluntary Work Experience

Please provide a full employment history, including any administrative, customer service, office, church, charity, or voluntary work experience.

Include:

- Dates of employment or service
- Organisation name
- Job title or role
- Key responsibilities
- Reason for leaving (if applicable)

Please highlight any relevant experience in administration, database management, social media, and communications, providing examples where appropriate.

4. Church Involvement & Spiritual Journey

This role has a Genuine Occupational Requirement that the successful applicant be a committed Christian.

Please describe:

Your Christian faith and how it influences your daily life.

Your current church involvement.

Any ministry, leadership, volunteer, or community service experience.

Why you feel called to serve in this Ministry Support role.

5. Motivation & Suitability for the Role

Please explain how your skills, experience, personal qualities, and Christian faith equip you for this role.

You may wish to address:

Administrative and organisational skills

Experience managing multiple tasks and priorities

Communication and interpersonal skills

Experience using Microsoft Office and digital systems
Experience supporting events, services, or church activities
Experience creating communications or social media content
Working effectively as part of a team
Any other qualities relevant to the role

6. Safeguarding, Health & Wellbeing

Please provide information about any disability, health condition, or wellbeing needs that we should be aware of so that we can support you appropriately in this role. This helps us ensure safe practice and make reasonable adjustments where needed.

7. References

Two references are required:

- One pastoral/church leader (e.g., senior pastor, elder, ministry leader)
- One professional or personal referee (not a family member)

Name:

Telephone No:

Address (including postcode):

Email Address:

In what capacity do you know this person?

Name:

Telephone No:

Address (including postcode):

Email Address:

In what capacity do you know this person?

8. Declaration

I confirm that the information provided in this application is accurate to the best of my knowledge. I understand that providing false or misleading information may result in the withdrawal of any offer or termination of my role.

I understand that any appointment is subject to:

- Satisfactory references
- Completion of a Confidential Declaration Form
- A Disclosure and Barring Service (DBS) check at the appropriate level
- Successful completion of an induction period and required safeguarding training

Signed:

Print Name:

Date: