

Application for Long-term Staff

FOR DTS GRADUATES WHO ARE APPLYING FOR TWO YEARS OR MORE

- 1** **APPLICANTS NAME** _____
- LOCATION APPLIED FOR** _____
- AREAS OF MINISTRY INTERESTED IN** _____
- ANTICIPATED START DATE*** _____
- ANTICIPATED LENGTH OF COMMITMENT **** _____

TO THE APPLICANT

- Please answer all the questions on this application form.
- It will help us if you type your answers or print carefully in black/blue ink
- Husbands and wives must complete separate application forms
- If you need more space to answer a question, please use a separate piece of paper

PLEASE RETURN THIS FORM TO:

personnel@ywamcambridge.org
or, post to:
YWAM Cambridge Personnel, 31 Ashvale, Cambridge, CB4 2SZ, UK

2 PERSONAL DETAILS

Surname _____ Title _____

First Names _____

Preferred Name _____

Present Address _____

Post/Zip code _____ Country _____

Telephone (Home) _____ (Work) _____

Mobile _____ Fax _____

Email _____

Permanent address (if different from your present address) _____

Post/Zip code _____ Country _____

Telephone (Home) _____ (Work) _____

Mobile _____ Fax _____

Email _____

3 FURTHER DETAILS

Date of birth Day /Month /Year

Place of birth _____ Country of birth _____

Gender (for accommodation purposes) Male Female

Marital Status (for accommodation purposes) _____

Nationality (for visa purposes) _____

Have you ever been refused a visa to any country? Yes No(If yes, please give details) _____
_____Do you need a visa to work in the UK? Yes No (If yes, please give details below)

Passport number _____

Passport issue date Day /Month /Year

Passport expiry date Day /Month /Year

Place of Issue _____

Full name (as in passport) _____

4 FAMILY

Will your children be accompanying you? Yes No Not Applicable

Names of children accompanying you Gender Date of Birth (dd/mm/yy)

Do they need a visa to live in the UK? Yes No (If yes, please fill in details)

Full name (as in passport) _____

Passport number _____ Nationality _____

Passport expiry date Day /Month /Year

Full name (as in passport) _____

Passport number _____ Nationality _____

Passport expiry date Day /Month /Year

Full name (as in passport) _____

Passport number _____ Nationality _____

Passport expiry date Day /Month /Year

5 CHURCH

Which church do you currently attend? _____

Denomination _____

Church leader's name and address _____

Post/Zip code _____ Country _____

Telephone (Home) _____ (Work) _____

Mobile _____ Fax _____

Email _____

How long have you been attending this church or other churches? _____

Church name Dates of attendance Location

Have you mentioned to your Church Leader your intention of serving with us? Yes No

If NO, please give reason (Please use separate sheet of paper if necessary)

Is your church leader supportive of your intention to serve with us? Yes No

If NO, please give reason (Please use separate sheet of paper if necessary)

6 DISCIPLESHIP TRAINING SCHOOL AND YWAM HISTORY

When did you do your DTS?

Date (Month/Year) _____ Place _____ Leader _____

Was it successfully completed? Yes No (If no, please give details)

Please list your history with YWAM for the last 10 years, starting with the most current

From	To	Course or Position	Name of Course/Worker Leader
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please use a separate sheet of paper if necessary.

7 EDUCATION AND QUALIFICATIONS

University/College/Higher or Further Education (post 16 years old) – including dates and qualifications received

8 PRESENT OCCUPATION/CAREER DETAILS

Please list all career details other than YWAM for the last 10 years beginning with the most current or send us a copy of CV or Resume.

From	To	List Employers	Job Description or Main Responsibilities
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please use a separate sheet of paper if necessary

9 COMPETENCIES

Which languages do you speak, in order of fluency?

1. _____ 2. _____ 3. _____

How well do you speak English? Very Well Well Average Poorly

Practical skills and abilities:

Other talents, special interests, hobbies;

10 CRIMINAL OFFENCES

Have you ever been charged with, cautioned or convicted in relation to any criminal offence not subject to DBS (Disclosure and Baring Service) filtering rules; or are you at present the subject of a criminal investigations/pending prosecution?

Yes No

If yes, please give details including the nature of the offences and the dates. Please give details of the court(s) where your conviction(s) were heard, the type of offence and sentence(s) received.

Could you also give details of the reasons and circumstances that led to the offence(s). Continue on a separate sheet if necessary. _____

Have you ever been the subject of a police investigation in any country, which did not lead to a criminal conviction (not subject to DBS filtering rules)? Yes No

If yes, please give details below, including the date of the investigation, the Police Force involved, details of the investigation and the reason for this, and disposal(s) if known.

To your knowledge have you ever had any allegation made against you, which has been reported to, and investigated by, Social Services/Social Work Department (Children’s or Adult Social Care)?

Yes No If yes, please provide details, we will need to discuss this with you. _____

Has there ever been any cause for concern, any disciplinary action ever been taken against you or written warning given to you in any country, by any employer or any charitable or other organization or body working with children or young people in relation to your behaviour with children or young people? Yes No (If YES, please give details)

YWAM England and Wales, as an agency working with children and young people, is exempt from the UK Rehabilitation of Offenders Act (1974) and therefore applicants must declare all previous convictions. Police record checks can be made by YWAM to verify information.

11 FINANCES

Staff in YWAM are responsible for providing their own fees and personal living expenses. **We ask that single staff come with at least £350 a month committed support. Please contact us for minimum amounts for couples and families.**

How will you raise the required finances?

Please state below the support you already have.

£ _____ committed from your church per month

£ _____ committed from friends/relatives per month

Name _____

Long Term Staff Application

£ _____ per month

£ _____ per month

DEBTS and other FINANCIAL OBLIGATIONS None See Below

Liabilities may include doctors' bills, course fees, loans from banks, credit card debt etc. List any financial obligations you currently have, and when and how you expect to fulfill them.

Please use a separate sheet of paper if necessary

12 BACKGROUND QUESTIONS

Please answer the following questions on a separate piece of paper (please type or write clearly)

1. Describe your Christian conversion experience and your present relationship with God
2. What is your purpose in joining staff? What is your vision?
3. What gifts and strengths do you think you bring to the ministry?
4. How did God lead you to apply to this location? (Please detail any connections you have with this location)
5. In which areas of your life have you recently seen growth, e.g. spiritual gifts, character etc, and how is this developing?
6. What do you and others recognize your main weaknesses to be?
7. What leads you to believe you could live in the conditions of a community setting? (such as different food, culture and limited personal space)
8. Given the choice would you prefer to live in YWAM accommodation or make your own arrangements?
9. If you are unable to make a two year commitment, please explain why and the length of commitment you are able to make.
10. Do you have any health problems, dietary restrictions or any disabilities that may affect your day-to-day functioning? If yes, please outline how your functioning may be limited.
11. Is there anything else you think we should know about yourself or your family? (e.g. current personal issues, health of yourself and children, children's educational needs, dependent close relatives)

13 DECLARATIONS

I UNDERSTAND THAT:

Youth With A Mission (YWAM) requires long-term staff to have successfully completed a Discipleship Training School (DTS).

Acceptance on staff is conditional, subject to a 3 month mutual evaluation period. By the end of this time we will aim to have a mutual review to determine if this is the right place for you.

If I am accepted I will comply with the values and ethos of YWAM (These documents can be found in the YWAM Harpenden Staff Handbook). If I am accepted I understand I will have to complete an Orientation Programme before I begin.

As a volunteer with YWAM England, I am classified as self-employed and I understand it is my responsibility to register with HMRC within 90 days of entering the UK. I understand that if I fail

to do this, I will be responsible for any fines or consequences relating to this. (Further details can be found in the YWAM Harpenden Staff Handbook)

I understand that YWAM Harpenden does not guarantee my housing and I may need to make my own arrangements.

In accordance with the UK Data Protection Act (1998), the information provided on my staff application form will be held securely, confidentially and will not be kept for longer than is necessary to achieve the stated purpose of recruitment, selection, supplementary personal details and statistics, or that required by law or our insurance company.

CONSENT FOR TREATMENT - AN EMERGENCY PROVISION

In the event that I am unable to sign a consent form due to incapacity, I hereby give my consent for any treatment/medical intervention deemed necessary by the attending health care professionals. Whilst YWAM will make every effort to contact my next of kin/emergency contacts, there may be situations where this is not possible. I, therefore, give permission for YWAM to act in my best interests. I recognize that in an emergency situation it is standard operating procedure to always act in the interest of preserving life.

RELEASE OF LIABILITY

Though every effort is made to provide a safe environment, Youth With A Mission Limited, their agents, employees and volunteer assistants are insured against loss or injury caused by the negligence of Youth With A Mission Limited.

In the absence of any negligence or other breach of duty by Youth With A Mission Limited, participation in a Youth with A Mission Limited organised programme, event or outreach is entirely at the participant's own risk.

Accordingly participants are required to have adequate medical insurance for all phases of their involvement with Youth With A Mission Limited.

SAFEGUARDING DECLARATION

If needed, I consent to a criminal records check if appointed to the position for which I have applied. I am aware that details of pending prosecutions, previous convictions, cautions, or bindovers against me may be disclosed along with any other relevant information, which may be known to the police.

If needed, I understand that, if I am a UK resident, a check will be made with the Disclosure and Barring Service (DBS) and that it is an offence for any person to commence Regulated Activity without first providing a valid DBS Disclosure. If I am an overseas resident, I understand that I will need to provide a police check from my home nation if the position I am appointed to requires it.

I agree to inform the person within the YWAM base/team responsible for processing applications for Disclosure and Barring Service checks if I am convicted of an offence after I take up any post within YWAM England. I understand that failure to do so may lead to the immediate

suspension of my work with children or vulnerable adults and/or the termination of my work/training association with YWAM.

I agree to inform the person within YWAM responsible for processing applications for the Disclosure and Barring Service if I become the subject of a police and/or a social services/(Children’s Social care or Adult Social Services)/social work department investigation. I understand that failure to do so may lead to the immediate suspension of my work with children or vulnerable adults and/or the termination of my work/training and association with YWAM.

Due to the nature of the working and living environment for most of our YWAM teams, with staff and families with small children living in close proximity, we need to also ask you to sign this statement.

I confirm that I am not barred from working with children/vulnerable adults.

I have read and agree with the DECLARATIONS, CONSENT FOR TREATMENT and RELEASE OF LIABILITY above, and I declare that I have completed this application truthfully, to the best of my knowledge.

Signature _____ Date (dd/mm/yy) _____

Printed Name _____