

# IX12 Internship Programme



## INTERN APPLICATION

For a swift process, please fill in each section in as much detail as possible.

If you have any questions, please contact us at [ix12@carlisediocese.org.uk](mailto:ix12@carlisediocese.org.uk)

or

*Sophie Smith* at [Sophie.Smith@CarlisleDiocese.org.uk](mailto:Sophie.Smith@CarlisleDiocese.org.uk) , or

*Leah Tjemsland* at [Leah.Tjemsland@CarlisleDiocese.org.uk](mailto:Leah.Tjemsland@CarlisleDiocese.org.uk)

Please ensure you have filled this application form in as fully as possible, and return it to us either via email ( [ix12@carlisediocese.org.uk](mailto:ix12@carlisediocese.org.uk) ) or by post to:

**IX12 Internships  
c/o Vineyard Hub  
Lorne Street  
Carlisle, Cumbria  
CA2 5DU**

# PART ONE

## Personal Details

Full Name (first, middle, last)

Preferred Name (if any)

Date of Birth

Address & Postcode

Telephone at above address (or)

Mobile Number

Email Address

Do you have a UK or European driving license?      YES      NO

Do you own a car or motorbike? (UK only)      YES      NO

Have you ever lived away from home before?  
(If yes, please explain)

Passport nationality(ies)

# PART TWO

## Education

Please give an overview of studies from secondary/high school onwards

**Dates**  
(from-to)

**Name of school or institution**

**Qualification(s) received**  
(Grades if relevant)

Please give an overview of other training or qualifications you may have (ie First Aid, Outdoor Sports, Music etc.)

<b>Dates</b> (from-to)	<b>Place of Training</b>	<b>Qualification(s) received</b> (Grades if relevant)

## **PART THREE**

### **Employment & Work Experience**

Please list all current and previous places of employment, starting with the most recent

<b>Dates</b> (from-to)	<b>Name of Employer</b>	<b>Job Title &amp; Role Description</b>

Please highlight all Church Based Work Experience that you've had, **paid or voluntary**

<b>Dates</b> (from-to)	<b>Church/Organisation</b>	<b>Role</b>	<b>Key Responsibilities</b>

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<b>Dates</b> (from-to)	<b>Church/Organisation</b>	<b>Role</b>	<b>Key Responsibilities</b>

Please highlight any other volunteer work you have been involved in

<b>Dates</b> (from-to)	<b>Organisation</b>	<b>Role</b>	<b>Key Responsibilities</b>

## **PART FOUR**

### **Personal Faith**

Please give a brief description of how and when you became a Christian.

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How would you describe your relationship with God today?

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What is your current favourite Bible passage and why? *(or what you have been reading recently?)*

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Please give an example of what you think it means to be a “disciple;” draw from a book that you have read or a person that you know/have observed.

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## **PART FIVE**

### **Motivation**

What motivates you?

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Why are you applying for this internship and what do you hope to gain from this year?

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Tell us about the church you currently attend and how you are involved.

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# PART SIX

## Health

Do you suffer from any chronic illnesses or allergies? (If so, please explain)

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How many days of sick leave have you used in the past year? (Please explain.)

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Please provide a list of all vaccinations you have had and the dates.

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If you can, please give a brief overview of your mental health history.

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Do you have any other health concerns that we need to be aware of?

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## PART SEVEN

### Disclosure

**Have you ever been convicted or cautioned with respect to a criminal offence?**

*(please tick one)*

**YES**  or **NO**

*(if yes, please explain in detail below)*

*Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.*

This means that you are therefore not entitled to withhold information about convictions which for other purposes are “spent” under provisions of the Act. In the event of employment, failure to disclose such convictions could lead to disciplinary action being taken. Any information given will be treated in the strictest confidence and used solely in relation to this application.

Please be aware that for positions involving substantial access to children or vulnerable adults, a system of checking police records for possible criminal background will be implemented.



## PART EIGHT

### Confirmation

I confirm that the information provided on this form is correct and understand that any misrepresentation or omission may render me liable to dismissal if engaged.

*(Meaning that if we find out that you've either failed to tell us about something or were dishonest about something, we reserve the right to let you go.)*

I understand that if offered this internship, the appointment is subject to an enhanced disclosure certificate from the Disclosure and Barring Service (DBS). A criminal record is not necessarily a bar to obtaining a position.

(Print) Full Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Thanks for filling out this application!**

**As soon as we've received it, we'll get in touch with you about arranging an interview! Hope to talk to you soon! And don't forget to fill out the reference information sheets included in this pack, so we can get your references done as soon as possible!**