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**CONFIDENTIAL**

# HR RECORD FORM for those moving to SSM Assistant Chaplain status

# SECTION 1

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Title

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Surname

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Christian names

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Address

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Home telephone number

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Mobile number

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Confidential E-mail

# SECTION 2 – EDUCATION AND TRAINING

Please give details, with dates, **most recent first**

1. **Further education (including theological college or course).** Please give qualification obtained with class if degree.

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| --- | --- | --- | --- |
| Further/ Higher education – college / course / university attended | From | To | Qualifications obtained (with subjects studied and classes awarded) |
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1. **Other professional / practical qualifications obtained e.g. teaching, social work, further study.**

|  |  |  |  |
| --- | --- | --- | --- |
| Other professional / vocational qualifications – college/ university attended | From | To | Qualifications obtained (with subjects studied and classes awarded) |
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Please list membership of any professional organisations.

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**SECTION 3 – MINISTRY AND MISSION**

# a) Responsibilities in the community

Please indicate your responsibilities in the community, e.g. political or community service. We ask this in order to complete a picture, and to consider whether there is experience of value to the wider diocese. What did you accomplish?

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| --- | --- | --- |
| Organisation | Brief description of responsibilities and any particular achievements | Dates from and to |
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# b) Other areas of interest

Please indicate your involvement in special areas of concern, e.g. particular issues in contemporary life, international matters, academic or artistic interests. How have these contributed to your ministry?

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# c) Other interests

Please indicate other recreational interests.

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# SECTION 4 – PERSONAL STATEMENT

You will be staying in place, but you will be taking on new responsibility, reflected in a change of licence. Please offer any thoughts about how you will take forward that new responsibility, with its opportunities and challenges. Please also mention any supports that you think would be helpful for you in a new phase.

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