

Senior Leader appointment form

Complete all relevant sections, scan and email to disclosure@thirtyoneeight.org

This form is for organisations that are registered with our DBS service and who want to add or amend their registered Senior Leader details. Do not complete if you are part of a Diocesan/Bespoke Scheme membership.

The Senior Leader cannot be the Lead recruiter and should be someone senior within the organisation.

Complete all sections.

1. Organisation details

Organisation Name:

Our Membership number: (Up to five digits e.g. 12345)

2. New Senior Leader details

Position held: (e.g. Minister, CEO, Trustee)

Miss/Mr/Mrs/Ms/Rev/Other:

First name(s):

Last name:

Tel/Mobile:

Email:*



* An email address is required to keep you up-to-date and compliant with any changes to legislation.

Declaration:

I confirm I have the appropriate authorisation on behalf of my organisation to be listed by Thirtyone:eight as the Senior Leader and to authorise any future changes to Recruiters.

I confirm that we will continue to follow the recruitment procedure as detailed at thirtyoneeight.org/before-you-register and thirtyoneeight.org/privacy-notice and agree to abide by these policies. I confirm that our Recruiters meet the expectations for the role and that we comply with the DBS Code of Practice, UK Data Protection Legislation and GDPR.

New Senior Leader signature:

Date:

3. Current Senior Leader and Lead Recruiter declaration

Declaration:

We confirm that the person detailed above is authorised by our organisation to be listed by Thirtyone:eight as our Senior Leader and to authorise any future changes to Recruiters.

Signed on behalf of the organisation by:

Current Senior Leader signature:

Date:

Print name:

Lead Recruiter signature:

Date:

Print name:



Check that you've completed and signed all the relevant parts then email to us at disclosure@thirtyoneeight.org