

**St. Joseph's
Catholic High School**

Business & Enterprise College



January 2018

Faith References – Guidance for Applicants

Dear Prospective Candidate

The person specification for the post to which you are making an application states that you are asked to provide a 'positive and supportive faith reference from a priest where you regularly worship'.

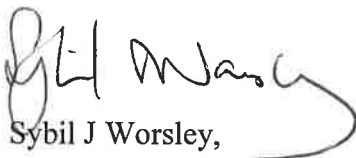
At a time when priests are often assuming responsibility for larger pastoral areas, it is becoming increasingly common for priests not to know parishioners as well as they might have in the past. In the light of this, we offer the following advice when seeking faith reference.

1. Speak to the priest before completing your application and ask if he agrees to you including him as a referee.
2. Provide him with an outline of :-
 - Your involvement in parish life: e.g., Extraordinary Minister of Holy Communion, Reader etc. (it may be that currently you are not heavily involved in parish life due to other commitments).
 - Your present post – school, areas of responsibility
 - The post to which you are applying – name of school, post etc.

By following the above advice, you are able to prepare the priest for your reference request and so ensure it will be completed as fully as possible.

Thank you

Yours Faithfully,


Sybil J Worsley,
Business Manager

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