



UNIVERSITY

UNITED METHODIST CHURCH

EMPLOYMENT APPLICATION

*God has given each of us the ability to do certain things well.
So if god has given you the ability to prophesy,
speak out when you have faith that God is speaking through you.
If your gift is that of serving others, serve them well.
If you are a teacher, do a good job of teaching.
If your gift is to encourage others, do it!
If you have money, share it generously.
If God has given you leadership ability, take the responsibility seriously.
And if you have a gift for showing kindness to others, do it gladly.*

-Romans 12:6-8



Mission Statement

We make disciples of Jesus Christ for the transformation of the world by building bridges to Christ, compassion and community.

Faith Statement

We adhere to the historic creeds and faith statements of our Christian heritage and United Methodist tradition. In brief form, we believe in:

- The one, true, omnipotent God, Creator of all things, who exists eternally in three persons: Father, Son, and Holy Spirit.
- The Bible, the divinely inspired writings which reveal the true Word of God: the supreme, authoritative standard for faith and practice, to be received through the Holy Spirit as sure guide to a personal, saving relationship with the Lord.
- The value and dignity of all people who, though created in God's image to live in joy and holiness, are separated from God and each other by sin and brokenness.
- The powerful, undeserved, loving activity of God's grace as God pursues us, seeking to have all persons everywhere join in a right relationship with Him.
- Jesus Christ, fully human and fully divine, who lived without sin as a perfect example, assumed the judgment due sinners by dying in our place, was raised from the dead, ascended to the heavenly Father, and offers salvation to all who repent and put their faith in Him as Lord of their lives.
- The indwelling presence and transforming power of the Holy Spirit, who gives to all believers a new life, abundant and eternal, and our true calling to obedient discipleship and holy living.
- The unity of all who honor Jesus as Lord in the Body of Christ: the Church manifesting the faith passed down from the first Apostles through worship, prayer, teaching of the Word, observance of the sacraments, fellowship, service within the Body, and witness and outreach to others throughout the world.
- The ultimate victorious reign and future return of Jesus Christ, who will judge all people with justice and mercy and honor the choices we have made, either for hell or for heaven and eternal communion in joy with God.

This application is to be completed for any employment position at University United Methodist Church. It is used to help the church provide a safe and secure environment for all employees and church members including children, students, and adults with special needs.

General Information

Name: _____

Are you under age 18? Yes No

Address: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Position Applying For

Position: _____

Status? Full Time Part Time

Salary Expected: _____ Available Start Date: _____

References

Please provide four references, other than family members, staff members or former staff members of this church.

Reference #1 Name: _____ Phone: _____

Email: _____ Address: _____

Reference #2 Name: _____ Phone: _____

Email: _____ Address: _____

Reference #3 Name: _____ Phone: _____

Email: _____ Address: _____

Reference #4 Name: _____ Phone: _____

Email: _____ Address: _____

Education

Indicate highest grade completed

High School: 11 Grade 12 Grade GED Graduated: Yes No

College/Tech: Freshman Sophomore Junior Senior

Area of Study: _____ Graduated: Yes No

Graduate School: Masters Degree PhD

Area of Study: _____ Graduated: Yes No

Can you perform the essential functions of the position for which you are applying with reasonable accommodation: Yes No



Employment Information:

List all employers over the last ten years in order beginning with the most recent or current employer. Include U.S. military service, self employment, and temporary jobs. Write N/A where appropriate. Please attach another sheet if necessary.

Current or Last Employer : _____

Address: _____

Position: _____ Reason for Leaving: _____

Supervisor: _____ Phone: _____ Permission to Contact: Yes No

Starting Date: _____ Ending Date: _____ Starting Salary: _____ Ending Salary: _____

Describe your responsibilities:

Current or Last Employer : _____

Address: _____

Position: _____ Reason for Leaving: _____

Supervisor: _____ Phone: _____ Permission to Contact: Yes No

Starting Date: _____ Ending Date: _____ Starting Salary: _____ Ending Salary: _____

Describe your responsibilities:

Current or Last Employer : _____

Address: _____

Position: _____ Reason for Leaving: _____

Supervisor: _____ Phone: _____ Permission to Contact: Yes No

Starting Date: _____ Ending Date: _____ Starting Salary: _____ Ending Salary: _____

Describe your responsibilities:

Spiritual Information (Optional):

Current Church: _____ Member: Yes No # of years: _____

Address: _____ Phone: _____

Previous Church: _____ Member: Yes No # of years: _____

Address: _____ Phone: _____

Church Volunteer Positions Held: _____

Boards, Committees, or Task Forces you've served: _____

Describe your faith walk:

Describe other areas to be considered (skills, experience, training) as qualifications for this position:

What have you been doing to grow spiritually in the past year:

Background Information:

God's amazing grace is alive, well, and functioning at University United Methodist Church, hence answering yes or leaving any of the following questions unanswered will not automatically disqualify you from employment or volunteering with children and student. Each case will be considered on it's own individual merits.

1. Yes No Have you ever been arrested for, charged with, under probation for or convicted of sexual abuse, physical abuse, maltreatment, or neglect?
2. Yes No Have you ever been arrested for, charged with, under probation for, or convicted of possession, sale or use of controlled substances, or of driving under the influence of alcohol or drugs?
3. Yes No Have you been arrested or convicted for any criminal act more serious than a traffic violation?
4. Yes No Have you ever been asked to step away from ministry or work with students or children in any setting, paid or volunteer?
5. Yes No Have you ever been treated for any period of time for alcohol or drug abuse?
6. Yes No Have you ever been victim of any form of abuse, maltreatment, or neglect?

(If you prefer, you may decline to answer this question or you may opt to discuss your answer in confidence with one of the clergy. These experiences can leave wounds and there are resources available to help in the healing process.)



Please feel free to provide any further information:

Waiver/Release:

I, the undersigned, give my authorization to University United Methodist Church representatives to verify the information on this form. University United Methodist church may contact my references and appropriate agencies as deemed necessary in order to verify my suitability as a church employee.

I also hereby remise, release, and forever discharge and agree to indemnify University United Methodist Church and hold each of their officers, directors, employees and agents harmless from and against any and all claims and causes of actions, and any and all related attorney's fees, court costs, and other expenses resulting from the investigation of my background in connection with my application to become an employee.

Should my application be accepted, I will support the statement of faith and policies of University United Methodist church and pursue personal growth in holy living and obedient discipleship to Jesus Christ. If I violate these guidelines, I understand that my employee status may be terminated. By signing this application, I state that all of the information given about myself is true to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of facts called for herein will result in my disqualification from further consideration or dismissal from employment if I am hired.

Applicant's Printed Name: _____

Applicant's Signature: _____ Date: _____

