

# **Employment Application**

| General Instructions: Type or pr<br>Complete this application in its en   |  | How  | Do We C   | Contact Y  | You?  |                                 |   |                                       |
|---|--|--|---|--|---|---------------------------------|---|---------------------------------------|
| All applicants must submi   |  |  |   |  |   |                                 |   |                                       |
| along with this application   |  | Name   |   |  |   |                                 |   |                                       |
| <ul> <li>Please ensure that you date application.</li> </ul>  | e & sign this  | 9 : 1 9  | •   | ,  |   |                                 |   |                                       |
| All applications must be re   |  | Social Security (upon request)                     |   |  |   |                                 |   |                                       |
| deadline date to the addres   | 1 0  | Your Ma  | iling Address   |  |   |                                 |   |                                       |
| post-mark date on the enve  | elope.   |  |   |  |   |                                 |   |                                       |
| <ul> <li>Please include copies of al<br/>official transcripts, certific</li> </ul>  |  | City   |   |  |   | County                          | Star  | te Zip                                |
| degrees and licenses with application.  |  | Home phone   |   |  | Cellular phone                                    |                                 | Busin   | Business phone                        |
|   |  |  | E-mail Address  |  |   | Personal Web-site Address       |   |                                       |
| EDUCATION   |  |  |   |  |   |                                 |   |                                       |
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| EMPLOYMENT HISTORY/PASTORAL HISTORY  ERIODS OF EMPLOYMENT  Secreb your work experience in detail, beginning with your current or most recent job. Include military service (indicate rank) and job-belated volunteer secreb your work experience in detail, beginning with your current or most recent job. Include military service (indicate rank) and job-belated volunteer secreb your work of the provide include military service (indicate rank) and job-belated volunteer secreb your work in the provide information. This entire application amust be completed. Resumes may be attached to provide diditional information. This entire application must be filled out to be considered for employment.    Value of Present or Last Employer/Church: | LICENSURE, REGISTRATION, CERTIFICA   | TION EXAMPLES: Drive                                      | rs License, Ministry Li             | cense/Certification, OTI | HER                    |  |
|--|--|---|-------------------------------------|--------------------------|------------------------|--|
| ERIODS OF EMPLOYMENT  secribe your work experience in detail, beginning with your current or most recent job. Include military service (indicate rank) and job-related volunteer or with, if applicable, indicate number of employees supervised. Use a separate block to describe each position or gap in employment. If needed, attach difficional sheets, using the same format as on the application. All information in this section must be completed. Resumes may be attached to provide difficional information. This entire application must be filled out to be considered for employment.    Name of Present or Last Employer/Church:   | LICENSE, REGISTRATION OR CERTIFICATION:  | Number  | Date Received                       | Expiration Date          | State Licensing Agency |  |
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| ddress: Phone No: ( )  our Job Title: Supervisor's Name:  Trom: / / to / / Hours worked per week  Hours worked per week  wities and Responsibilities  eason for Leaving:  Name of Present or Last Employer/Church:  ddress: Phone No: ( )  our Job Title: Supervisor's Name:  Phone No: ( )  Hours worked per week   | Describe your work experience in detail, beginning with your c work, if applicable. Indicate number of employees supervised. additional sheets, using the same format as on the application additional information. This entire application must be filled out | Use a separate block to de . All information in this sect | scribe each position must be comple | n or gap in employme     | ent. If needed, attach |  |
| rom: / to / / Hours worked per week    Mouth   Day   Year   Mouth   Day   Year   | Address:   |   | Phone                               | No: ( )                  |                        |  |
| eason for Leaving: Name of Present or Last Employer/Church:  ddress: Phone No: ( )  our Job Title: Supervisor's Name:  Month Day Year Month Day Year Month Day Year  Hours worked per week   | Your Job Title:  |   | Super                               | visor's Name:            |                        |  |
| eason for Leaving:  Name of Present or Last Employer/Church:  ddress:  Phone No: ( )  our Job Title:  Supervisor's Name:  Hours worked per week  |  | n: / / to / / Hours worked per week                       |                                     |                          |                        |  |
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| ddress:  Phone No: ( )  Supervisor's Name:  rom: / / to / / Hours worked per week  | Reason for Leaving:  |   |                                     |                          |                        |  |
| four Job Title:  Supervisor's Name:  rom: / / to / / Hours worked per week  Month Day Year Month Day Year  | 2 Name of Present or Last Employer/Church:   |   |                                     |                          |                        |  |
| rom: / / to / / Hours worked per week  Month Day Year Month Day Year   | Address:   |   | Phone                               | No: ( )                  |                        |  |
| Month Day Year Month Day Year  | Your Job Title:  |   | Super                               | visor's Name:            |                        |  |
| ·  |  | ar  | Hours                               | worked per week          |                        |  |
|  | Duties and Responsibilities  |   |                                     |                          |                        |  |
|  |  |   |                                     |                          |                        |  |
|  |  |   |                                     |                          |                        |  |



| Reason for Leaving:  |                       |
|--|-----------------------|
| 3 Name of Past Employer/Church:  |                       |
| Address:   | Phone No: ( )         |
| Your Job Title:  | Supervisor's Name:    |
|  |                       |
| From:         /         to         /         /           Month         Day         Year         Month         Day         Year | Hours worked per week |
| Duties and Responsibilities  |                       |
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| Reason for Leaving:  |                       |
| 4 Name of Past Employer/Church:  |                       |
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| Reason For Leaving:  |                       |



| KNOWLEDGE/SKILLS/ABILITIES (KSA) List KSA s you possess and believe are relevant, such as operating equipment/machines, computers/technology skills, etc.   |
|---|
|   |
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|   |
| BACKGROUND INFORMATION  |
| HAVE YOU EVER BEEN CONVICTED OF A FELONY OR A FIRST DEGREE MISDEMEANOR?  F "YES" What charges?  |
| Where were you convicted?Date of Conviction   |
| AND THE STATE OF A CONTRACTOR OF A STATE OF |
| HAVE YOU EVER PLED NOLO CONTENDERE OR PLED GUILTY TO A CRIME WHICH IS A FELONY OR FIRST  DEGREE MISDEMEANOR?  YES NO  |
| F "YES" What charges?   |
|   |
| HAVE YOU EVER HAD THE ADJUDICATION OF GUILT WITHHELD FOR A CRIME WHICH IS A FELONY OR A FIRST DEGREE MISDEMEANOR?  YES Notes the reasons.   |
| F "YES", What charges?  |
| CITIZENSHIP   |
| ARE YOU A UNITED STATES CITIZEN?  ARE YOU LEGALLY AUTHORIZED TO WORK IN THE UNITED STATES?  YES NO  |
| Have you ever been in the United States Military? YES NO If yes please list the dates: FROM TO:  What branch of Service? Did you receive an Honorable Discharge? YES NO   |
| PERSONAL INFORMATION  |
| Date of Birth:  |
| List your spouse full name:   |
| Are you ordained? YES NO When were you ordained? By what organization were you ordained?  |
| Are you currently in full-time Ministry? YES NO   |
| What is your Denomination?  |
| Have you been baptized by Immersion?  |
| Please list other sources of Income?  |
|   |



| Have you ever f                | iled for bankrup  | tcy? YES NO                | )                     |               |               |               |
|--------------------------------|-------------------|----------------------------|-----------------------|---------------|---------------|---------------|
| If yes, when? Please state the | e nature and circ | cumstances of the bankrupt | cy and the current of | lisposition:  |               |               |
| CURRENT                        | PASTORAI          | L ASSIGNMENT:              | Name of Cl            | nurch:        |               |               |
| Address:                       |                   |                            | Dates at this chu     | rch:          |               |               |
| Phone#:                        |                   |                            | From:                 | To            | Numbe         | er of Members |
| Reason for wan                 | ting to leave (pl | lease be specific)         | 110                   | 10            | vumoe         |               |
|                                |                   |                            |                       |               |               |               |
| List any other                 |                   |                            |                       |               |               |               |
|                                |                   | ce in church related       |                       |               |               |               |
| From                           | То                | Church/Or                  | ganization            | Lo            | ocation       | Position      |
|                                |                   |                            |                       |               |               |               |
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|                                | LIST YO           | OUR HOBBIES AN             | ID/OR SPECI           | AL INTEREST   | AND ABILITI   | ES:           |
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|                                | LIST OT           | HER ACTIVITIES (C          | CIVIC/COMMI           | UNITY) OR EXP | ERIENCES (BUS | SINESS,       |
|                                |                   |                            |                       |               |               |               |
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| initials   | knowingly withheld any information that might adversely affect my chances for misleading or false statements will constitute sufficient cause for refusal cagreement.   | pastoral assignment. I understand that   |
|------------|---|--|
| initials   | I understand that neither the acceptance of this application nor the subsequent of relationship with St. John Missionary Baptist Church creates an actual or implied pastoral assignment with St. John Missionary Baptist Church, it will be on an at-withat before employment I may be subject to a credit check and before I am off background check. | d contract. I understand that, if I accept ill basis. I further understand and agree |
|            |   |  |
| Please pri | int your name:  |  |
| Signatura  | of applicant:   | Data   |

Please mail all applications to: St. John Missionary Baptist Church C/o Pastoral Search Committee 900 North Seacrest Boulevard Boynton Beach, FL 33435

#### **CONFIDENTIALITY STATEMENT:**

All confidential information contained within this application remains the exclusive property of the St. John Missionary Baptist Church Search Committee. Once the selection process is completed, all applications will be properly destroyed.



### St. John Missionary Baptist Church

900 North Seacrest Blvd., Boynton Beach, FL 33435 (561) 732-2377 office (561) 732-3270 fax Email: tlyons@stjohnmbc.com

#### Pastoral Search Announcement

Opening Date: November 15, 2013
Closing Date: December 20, 2013

St. John Missionary Baptist Church, Boynton Beach, FL 33435, is presently accepting applications for the position of Senior Pastor. St. John is a family focused body of multi-cultural believers with 1000 plus members who gather with a purpose to both glorify God and to inform the world of Christ as Redeemer. The candidate must have Elder qualities based on *I Timothy 3:1-7 and Titus 1:5-9*.

#### The minimum qualifications are:

- An ordained Pastor holding to Missionary Baptist teachings
- Senior Pastor experience
- A servant leader and an effective communicator as well as a community activist
- Ability to build and oversee church ministries
- Must be in full agreement with St. John Missionary Baptist Church By-Laws and policies
- Bachelor's degree from an accredited college or university
- Must have seminary training

Interested candidates must submit an initial application comprised of the items listed below. All information provided will be shredded and/or discarded after deliberation and when the Pastoral search is completed.

- Cover letter
- Current Resume (including email address and contact telephone numbers)
- Statement of Faith
- Submit two (2) personal references and three (3) professional (minister/pastor)letters of reference
- Copy of Ministerial License and Certificate of Ordination

- Verification of completion of degree (s) (undergraduate and/or graduate), including official transcripts
- Proof of theology training, degree(s), and church and community involvement
- Videotapes and/or DVD's of recent sermons, theological education seminars or sessions within the last 12 months may be requested at a later date.

Submit all correspondence to St. John Missionary Baptist Church C/o Pastoral Search Committee 900 North Seacrest Boulevard Boynton Beach, FL 33435

The candidate application package must be postmarked by <u>December 20, 2013</u>. Any package postmarked after that date will be destroyed without consideration. *Please* no telephone calls, emails or faxes to the St. John Missionary Baptist Church office or to any member of the Pastoral Search Committee. <u>Partial applications will not be accepted.</u>

The Pastoral Search Committee will acknowledge receipt of all requested items by letter notification. All information will be treated as confidential. Final candidates must consent to a criminal background check, credit and financial history review and provide other information as requested by the committee (background checks will be performed by an outside agency for complete confidentiality.)

Thank you for your interest in our pastoral position.