



MINISTERIAL CANDIDATE APPLICATION PACKET
3145 Sweet Water Drive, Billings, Montana 59102
Phone: (406) 371-1151 Fax: (406) 656-8792 Email: brent@faithe.org

Application Date: _____

Basic Information

Name _____
First MI Last

Address _____
Street Address City State Zip

Phone numbers _____
Home Work Cell

Email _____

Social Security # _____ - _____ - _____ Driver's License # _____ State _____

Home Church or current ministry position _____

Employer _____ Employer address _____

Position at work _____ Years at current job _____

May we call you at work? Yes No

(If applicable) How long have you served at your present church? _____

(If applicable) Please provide the following information for all of the churches you have served during the past 10 years.

Table with 5 columns: Church Name, Pastor's Name, Address, Phone, Dates attended

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Emergency contact _____ Phone # _____
Name and relationship

Security

List states and counties of residence for the past seven years _____

q Yes q No Have you used any names or Social Security Numbers other than given above? If so, please list in comments, below.

q Yes q No Have you ever been convicted of a crime? If so, please describe in the boxes below. Conviction will not necessarily be a bar to employment. In accordance with company policy and applicable state and federal laws, factors such as age at time of the offense, remoteness of the offense, time since last conviction, nature of the job sought and rehabilitation effort will be reviewed.

INCIDENT	CITY/STATE	CHARGE
1.		
2.		

Family Information (optional)

Marital status (check one): Single Married (anniversary date _____)
 Widowed Divorced Separated

If married, spouse's name _____

If you are divorced our Discipline requires that a person be considered biblically the "innocent party" in the divorce. While it is true that both spouses in a divorce are at some level responsible, describe why you would be considered the "innocent party" and feel that you could be considered for pastoral ministry.

If you are single, what is your parent's attitude toward your decision to enter vocational ministry?

If you are married, what is your spouse's attitude toward your desire to pursue ministry as a full time lifestyle? Have you discussed the effects this vocation will have on your family life, finances and future? Does she share a common calling to enter the ministry lifestyle as well?

If you have children, their names and ages:

1.	4.
2.	5.
3.	6.

Education

High school	City	State	Grad year
College/tech school	City	State	Grad year
Degree and major		Minor	
Other Degrees and majors			
Other education, training, and licenses			

Please provide a copy of your post-high school transcripts to the Board of Ministry when you come for your first interview.

Previous Employers

PLEASE NOTE: Your application will not be considered unless every question in this section is answered. Since we will make every effort to contact previous employers, the **correct telephone numbers and addresses of past employers are critical**. Ask for a phone book or call information if necessary.

MOST RECENT EMPLOYER

Yes No Are you currently working for this employer?
Yes No If yes, may we contact?

PHONE ()
FAX ()

COMPANY NAME	ADDRESS	CITY	STATE
FROM DATE EMPLOYED	TO	JOB TITLE	SUPERVISOR NAME
DUTIES			
SALARY	PER (HOUR, WEEK, MONTH)	REASON FOR LEAVING	

SECOND MOST RECENT EMPLOYER

Yes No Are you currently working for this employer?
Yes No If yes, may we contact?

PHONE ()
FAX ()

COMPANY NAME	CITY	STATE	
FROM DATE EMPLOYED	TO	JOB TITLE	SUPERVISOR NAME
DUTIES			
SALARY	PER (HOUR, WEEK, MONTH)	REASON FOR LEAVING	

THIRD MOST RECENT EMPLOYER

Yes No Are you currently working for this employer?
Yes No If yes, may we contact?

PHONE ()
FAX ()

COMPANY NAME	CITY	STATE	
FROM DATE EMPLOYED	TO	JOB TITLE	SUPERVISOR NAME
DUTIES			
SALARY	PER (HOUR, WEEK, MONTH)	REASON FOR LEAVING	

What financial obligations do you presently have? Please list the institutions and amounts.

References

Please provide three character references (other than family members) who can identify your strengths and weaknesses and describe your background.

1. _____

Name	Address	Home / work phone	Relationship
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2. _____

Name	Address	Home / work phone	Relationship
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3. _____

Name	Address	Home / work phone	Relationship
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Please check the words that **best** describe you.

trustworthy dependable active compassionate reliable flexible laid-back
quick thinker spontaneous decisive teachable solitary leader
cautious risk taker patient team player humorous thoughtful faithful
self-starter punctual honest organized creative disciplined reflective

What are your spiritual gifts?

Medical Information

Have you had any prior injuries that might be aggravated by working in ministry?

Are you currently taking any medication prescribed by a doctor for physical or other conditions that would affect your ministry?

Do you have any medical conditions that might be hazardous to others?

*If you answered yes to any of the questions above, please attach another page and explain completely.

PLEASE READ CAREFULLY

The information provided on this application is accurate to the best of my knowledge and subject to verification. I understand that proof of U.S. permanent residency or authorization to work in the U.S. may be required upon employment. I understand that I must answer truthfully all the questions on this applications. I also understand that if I do not, I may be refused employment or separated if I am a current employee.

If employment results from this application, I understand that additional personal data will be required to determine if I am eligible for benefits and for statistical/government reporting purposes.

I understand and acknowledge that prior to and/or during employment, I may be required to submit to medical testing for alcohol and/or illicit and/or controlled substances, and I hereby consent to such testing.

I authorize all previous employers and listed references to furnish whatever information they may have regarding my employment and my reason for leaving. And I release my prior employers from liability for any damage resulting from the information provided.

I understand that employment with The Western Conference is at will and the employment relationship may be ended at any time, by either party, with or without notice.

DATE

APPLICANT'S SIGNATURE

How can the Western Conference partner with you in fulfilling your ministry goals?

1. Our purpose as a Board of Ministry in the Western Conference is four-fold:

- a. We want to help you discover God's direction for your life as you consider your CALL, CHARACTER, COMPETENCY and COMPATABILITY in relation future ministry training.
- b. We will be a resource for you to receive the training that will allow you to be competent and effective in the ministry you are pursuing.
- c. We will give you a foundation of credibility via "commissioning" or "ordination" that allows you to have the corporate affirmation of your calling and competency for ministry. This may seem unnecessary if you are already being affirmed in your specific ministry by your peers. However, even in a culture where specialization is the norm, there is a need for everyone to possess the foundational ministry skills in order to function effectively for a lifetime.
- d. We will be a form of accountability for you to develop not only the skills for ministry but the godly character needed to maintain your integrity in ministry.

In order for us to begin the process of knowing how we can best help you in your pursuit of ministry training, please fill in the following information:

Initially, you need to determine whether you would like to pursue the path of "Commissioning" or "Ordination"?

Commissioning is for those who desire to enter specialized ministries within or outside the local church setting such as Missionaries, Camping, Children's Ministry, Youth Ministry, Worship Leaders, Small Group Ministry, Counseling etc.. These ministries will need specialized training and then the formal affiliation with a denomination or conference which commissioning provides. Commissioning differs from Ordination in that it is a more specialized endorsement, has to be reviewed every three years and is recognized only by the Conference or denomination in which you reside.

Ordination is more extensive training and allows you to become an "Ordained Elder" within the Evangelical Church. This level of training is most often required of those seeking to become Lead Pastors or Associate Pastors. It is generally for those entering areas of ministry which need not only a bachelor's degree but further education and/or training in pastoral ministry or other specialized ministry. The Evangelical Church realizes that the pastorate has become a vocation demanding a broad base of training in order to succeed. Therefore the Board of Ministry feels the obligation to help men get the tools they need to prepare for the higher expectations placed upon pastors and Christian leaders today.

At least at this point which of these two types of preparation do you want to pursue?

- Commissioning
 Ordination
 I need to discuss this further

If you have a desired ministry path, what specific area of ministry are you pursuing?

- Lead/Senior pastor
 Associate Pastor of _____
 Commissioning in the area of the specific ministry of _____
_____.

Tell Us About Yourself

2. Give a brief description of your upbringing, parental and sibling relationships, childhood and homelife.

3. Share your testimony. When and how did you become a Christian?

4. Describe why you believe that you are being "called" by God into ministry.

5. What have you been doing to grow spiritually in the past year?

6. What do you do to maintain your spiritual growth as a leader?

7. What is your personal commitment to tithing and financial support to the ministry?

8. Is there any personal or relational issues that would be a detriment to your ministry that you need to resolve? This may include parental, marital or parent/child issues that are not resolved.

9. Have you gone through a personal and/or ministry assessment either through our conference or other settings from which you discovered your personality type, passion or strength areas, spiritual gifts, leadership style etc. Who administered the assessment and what are your predominant spiritual gifts and personality blend (Choleric, Phlegmatic, Sanguine and Melancholy)?
10. Give at least three examples of ministry successes you have had by leading a group or ministry that has grown spiritually and numerically.
11. Have you ever led someone in a personal prayer to receive Christ or led an event where people have responded to receive Christ as Savior? Give a short description of these events.

12. Give an example of a time when you had to reconcile a conflict with another adult and briefly how you approached that process of being genuinely reconciled? What has been the outcome of that relationship? In other words how are you doing now?
13. What churches or ministry organizations have you been officially associated with? (Churches, para-church, missions, etc.)
14. What do you feel are the essentials of any ministry in order to be effective?

15. What is the optimum method of developing a team?

16. What do you feel are the greatest challenges for students/adults today in becoming spiritually vibrant, life-giving, reproducing followers of Jesus Christ?

17. Considering the area of ministry you would desire to pursue, what other training (seminars, conferences, college classes, internet classes etc.) and personal reading and study (books, video series, CD's etc.) have you completed? Please list these areas of training and resources on a separate sheet. Remember to provide a copy of post-high school transcripts with this packet when you meet with the Board for your first meeting.

18. Is there anything that you would add that would help us to know you and your ministry potential?

19. If married, please have your spouse share their life sketch and then their spiritual testimony of when they became a Christian and their affirmation of being called together into ministry, in this space below.

STATEMENT OF BELIEF

We believe...

- That the Bible is God's inspired word and is the infallible authority of Christian living.
- That God is Father, Son and Holy Spirit.
- That God became a man through the virgin birth of Jesus, being fully God and fully man.
- That Jesus was crucified, dead and buried and raised bodily from the dead.
- That the Holy Spirit convicts, comforts, sustains, sanctifies, and guides believers into all truth.
- That man was created in the image of God, that he sinned in Adam and that he is now a sinner by nature and by choice.
- That man is lost in sin but can receive forgiveness and peace through faith in Jesus Christ as Savior and Lord.
- That all believers are commanded to share the "Good News" of forgiveness and peace through Christ.
- That we will all give an account of ourselves at the last Judgment.
- That Jesus is coming again to take those who love Him to spend eternity with Him.

I, the undersigned, have given accurate and truthful responses to the above questions and information and agree with the Statement of Belief.

Date

Applicant's Signature

Western Conference of the Evangelical Church

Background Check Authorization

IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGMENT
Notice Regarding Background Investigation

The Western Conference of the Evangelical Church may obtain information about you from a consumer-reporting agency for employment purposes. Thus, you may be the subject of a “consumer report” and/or an “investigative consumer report” which may include, but is not limited to: employment and education verifications; social security number verification; criminal and civil court records; personal interviews; driving records; and/or any other public records or any other information bearing on your character, general reputation, personal characteristics and trustworthiness. These reports may be obtained at any time after receipt of your authorization and, if you are selected, throughout your affiliation with the Western Conference. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report.

The report will be generated by Datasource or an Affiliated Datasource Company at 1200 South Outer Road, Blue Springs, MO, 64015 (816-228-5255), or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing the Western Conference to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are selected, throughout your affiliation with the Western Conference to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

ACKNOWLEDGMENT AND AUTHORIZATION

I acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION (above) and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT (available upon request) and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” at any time after receipt of this authorization and, if I am selected, throughout my affiliation with the Western Conference. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by Datasource or an Affiliated Datasource Company or another outside organization acting on behalf of the Western Conference, and/or the Western Conference itself. I agree that a facsimile (“fax”) or photographic copy of this Authorization shall be as valid as the original.

Minnesota and Oklahoma applicants only: Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Western Conference. []

Applicants of New York Employers only: I acknowledge that by signing below, I have also received a copy of Article 23-A of the New York Correction Law, in compliance with Article 25 Section 380-g of the New York General Business Law.

California applicants only: By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by the Western Conference at no charge whenever you have a right to receive such a copy under California law. []

Signature

Date

PRINT CLEARLY

Full Name (First/Middle/Last)

Email Address

Social Security Number (SSN)

Birth date (mm/dd/yyyy)

Physical Address

City

State

Zip

Declaration of Purpose

to Enter

The Christian Ministry

Being fully persuaded in my own mind and heart that God has called me to be a minister of the Lord Jesus Christ, I hereby declare that it is my prayerful and deliberate intent and purpose to answer that call and give myself diligently to such preparation as the Evangelical Church may require for qualifications as a minister of the Gospel and to enter the active ministry as soon as practicable under the regulations of the denomination.

I am a member of _____ Church

in _____.

(Signed)

Date

Address: _____

Endorsement

_____, having declared his intention to become a minister in the Evangelical Church, because he believes himself called of God to preach the Gospel, we hereby give our endorsement to his declaration, because we believe that he is a suitable person for the office of a minister. We believe that he purposes to complete the necessary course of training and meet the other requirements of our Book of Discipline in order to qualify for license and ordination as a minister of the Evangelical Church.

Signed: _____

Pastor

Signed: _____

Conference Superintendent

Signed: _____

Lay Leader

Church

Conference

Date

Date

THE EVANGELICAL CHURCH

Recommendation of a Candidate for the Ministry

The Christian ministry has been held in reverence and honor. Thoughtful and devout Christian people have always esteemed it sacred and unique, and of divine appointment. The church has insisted that those who are to receive her credentials and commission to preach must be known to possess the requisite qualities of heart, mind and body; and in order that The Evangelical Church may be assured that those persons who present themselves as candidates for her ministry are truly called of God to this office, let those who consider recommending them for license as ministers of The Evangelical Church, prayerfully and earnestly ask themselves these questions: Do these candidates know the grace of God in the forgiveness of sin? Have they victory over sin and is the love of God in their hearts? Are they examples of Christ-likeness? Do they have gifts for the work of the ministry? Do they exercise good judgment? Do they have an understanding of the plan of salvation? Have they the ability to communicate? Are they active and faithful in Christian service in the local church? Is their witness for Christ effective?

There must be assurance in these matters, for only persons of genuine Christian experience, of godly character, and Christ-like life, whose conduct before men above reproach, can receive the approval of The Evangelical Church as ministers of Jesus Christ.

Recommendation

At a meeting properly announced and held for the purpose of recommending _____ as a candidate for the ministry, there

(Name of Candidate)

were _____ members of _____ Church

(Number)

(Name of Church)

present. At this meeting, _____ members of _____ Church

(Number)

(Name of Church)

voted to recommend _____ as a suitable

(Name of Candidate)

person for the office of the ministry, and do hereby give him a good testimony respecting his Christian character, believing him to have the necessary qualifications, and that he is called of God to this office.

Date: _____ Signed: _____

(Minister)