

PASTORAL APPLICATION QUESTIONS



SECTION 1-PERSONAL INFORMATION

Last Name, First Name, & Middle _____

Email Address _____

Current Address _____

Mailing Address (if different) _____

Home Phone Number _____

Cell Phone Number _____

Business Phone Number _____

Other Phone Number _____

Preferred method of contact regarding this position. Please place an X by your preferred method.

___ Home Phone

___ Cell Phone

___ Business Phone

___ Other Phone

___ Email

___ Mail

Date of Birth _____

Place of Birth (city, state) _____

Number of years lived in the U.S. _____

If hired, can you present proof of your legal right to work in the U.S.?

____ Yes

____ No

Please list all residential addresses for the last 10 years (Complete only if at current address for less than 10 years)

Residential Address #1 _____

Residential Address #2 _____

Residential Address #3 _____

Residential Address #4 _____

Social Media Links (e.g., LinkedIn, Facebook, Instagram, etc., if applicable)

LinkedIn _____

Facebook _____

Instagram _____

Other _____

Digital Media Links (e.g., podcasts, vlogs, blogs, etc., if applicable) _____

Are you able to perform essential functions of this position with reasonable accommodations?

_____ Yes _____ No

Do you have any needs or disabilities that require special accommodations? (please explain)

Marital Status (Check one)

Single Married

Widowed Divorced

If married, spouse's full name _____

Number of years of marriage (Please include a copy of your marriage license) _____

Children- Please give name(s) and age(s). Please select N/A if you do not have any children.

Child #1 Name and Age _____

Child #2 Name and Age _____

Child #3 Name and Age _____

Child #4 Name and Age _____

Child #5 Name and Age _____

N/A _____

Please list your hobbies and special interests- _____

Do you have any additional vocational or job skills? _____

Please list the approximate amount of debt owed other than your mortgage. _____

SECTION 2-ORDINATION AND CURRENT CHURCH

Are you licensed in the Baptist Faith?

Yes

No

Are you ordained in the Baptist Faith?

Yes
 No

Name of your current church home where you presently hold membership (please include address, phone number, and Pastor's name).

Church's Name _____

Church's Address _____

Church's Phone Number _____

Pastor's Name _____

SECTION 3-EDUCATIONAL BACKGROUND

For each degree/certificate received, please specify name of school, dates of attendance, degree received, and major/minor.

Undergraduate School #1

Did you graduate?

Yes
 No

Undergraduate School #2

Did you graduate?

Yes
 No

Seminary School

Did you graduate?

Yes

No

Graduate School

Did you graduate?

Yes

No

Post-Graduate School

Did you graduate?

Yes

No

Other Certificates or Experience

SECTION 4- MILITARY BACKGROUND

Are you a veteran? (If yes, please provide a copy of your DD-214)

Yes

No

SECTION 5-EMPLOYMENT/WORK HISTORY

Please list your employers, beginning with the current or most recent first. For each employer, please include the following

Employer #1 (most recent)

- Employer Name _____
- Street Address (include city, state, zip) _____
- Position/Title _____
- Full or Part Time _____
- Start Date _____
- End Date _____
- Supervisor Name _____
- Reason for Leaving _____

Employer #2

- Employer Name _____
- Street Address (include city, state, zip) _____
- Position/Title _____
- Full or Part Time _____
- Start Date _____
- End Date _____
- Supervisor Name _____
- Reason for Leaving _____

Employer #3

- Employer Name _____
- Street Address (include city, state, zip) _____
- Position/Title _____
- Full or Part Time _____
- Start Date _____
- End Date _____
- Supervisor Name _____
- Reason for Leaving _____

Employer #4

- Employer Name _____
- Street Address (include city, state, zip) _____
- Position/Title _____
- Full or Part Time _____
- Start Date _____
- End Date _____
- Supervisor Name _____
- Reason for Leaving _____

SECTION 6-REFERENCES

Please list a minimum of four (4) references consisting of current and/or former pastor, professional colleague, personal contact (not related), and current church family member.

Reference #1

- Full Name _____
- Relationship _____
- Organization _____
- Telephone Number _____
- Address (include city, state, zip) _____
- E-mail address _____

Reference #2

- Full Name _____
- Relationship _____
- Organization _____
- Telephone Number _____
- Address (include city, state, zip) _____
- E-mail address _____

Reference #3

- Full Name _____
- Relationship _____
- Organization _____
- Telephone Number _____
- Address (include city, state, zip) _____
- E-mail address _____

Reference #4

- Full Name _____
- Relationship _____
- Organization _____
- Telephone Number _____
- Address (include city, state, zip) _____
- E-mail address _____

Reference #5

- Full Name _____
- Relationship _____
- Organization _____
- Telephone Number _____
- Address (include city, state, zip) _____
- E-mail address _____

Reference #6

- Full Name _____
- Relationship _____
- Organization _____
- Telephone Number _____
- Address (include city, state, zip) _____
- E-mail address _____

SECTION 7-BACKGROUND INFORMATION

Each candidate will be subject to reference checks, a criminal and background search, a credit and financial history review, and a pre-employment drug screen.

If you answer "Yes" to any of the questions in the section below, please submit a separate sheet indicating the nature of the suit, charge or offense, when and where charges, the date, court, and disposition or other appropriate explanation. Information concerning an arrest or a conviction record *will not* automatically bar an applicant from employment. Factors such as age at the time of the crime, seriousness and nature of the violation, time elapsed since the crime, job relatedness and subsequent rehabilitation will be considered.

Have you ever been arrested for any offense?

____ Yes

____ No

If yes, please attach an additional sheet to explain the nature of the charges, when and where charged, and the case disposition.

Have you ever been convicted of any crime?

____ Yes

____ No

If yes, please attach an additional sheet to explain the nature of the conviction, when and where the case disposition.

Have you ever been charged in administration, civil, or criminal proceedings with improprieties regarding children?

____ Yes

____ No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Have you ever entered a plea of not guilty, guilty, or a plea of no contest, or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense?

Yes

No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave to vacate your job or volunteer position on the grounds of any unlawful sexual behavior, or violation of the employer's sexual misconduct or harassment policy?

Yes

No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Are you presently being investigated or under procedure to consider your discharge by your present employer?

Yes

No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Have you ever been suspended, discharged, or resigned in lieu of discharge from any position?

Yes

No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Have you ever been a plaintiff or defendant in an administrative, civil matter, or lawsuit?

Yes

No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Have you ever been treated for substance, alcohol abuse, or any other addictions?

Yes

No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Have you ever had your driver's license suspended or revoked?

Yes

No

If yes, please attach an additional sheet to explain the nature of the actions, when and where the case disposition.

Have you held a position that required bonding?

Yes

No

If yes, please attach an additional sheet to explain the nature of the position.

Have you ever been accused or charged with sexual harassment or indecent liberties with a minor?

Yes

No

If yes, please attach an additional sheet to explain the nature of the accusation or charges.

Have you ever filed bankruptcy?

Yes

No

If yes, please attach an additional sheet to explain the circumstances.

What has led you to consider the pastoral position with the St. James Missionary Baptist Church?

If you have Baptist Church Pastoral or Associate Minister experience that is not included in your list of employers, please share the following information for each:

Baptist Church Pastoral or Associate Minister Experience #1

Name of Church _____

Position _____

Church Address _____

City/State/Zip _____

Name of Pastor (if applicable) _____

Reason for leaving _____

Baptist Church Pastoral or Associate Minister Experience #2

Name of Church _____

Position _____

Church Address _____
City/State/Zip _____
Name of Pastor (if applicable) _____
Reason for leaving _____

Please describe your experience concerning church growth and membership retention.

SECTION 8-PERSONAL EVALUATION AND DOCTRINAL INFORMATION

What do you perceive your primary role and responsibilities to be as a pastor? Please explain in full detail.

Please rank each of the following eleven items in order of importance according to your philosophy of ministry.

- a. Preaching
- b. Counseling
- c. Prayer
- d. Administration/Leadership
- e. Evangelism
- f. Visitation
- g. Teaching
- h. Dealing with Interpersonal Differences
- i. Discipleship
- j. Building Relationships
- k. Motivating and Inspiring Others

Briefly, describe your philosophy of ministry. Include your convictions regarding: **Worship**

Briefly, describe your philosophy of ministry. Include your convictions regarding: **The Role of Church Leaders**

Briefly, describe your philosophy of ministry. Include your convictions regarding: **Discipleship**

Briefly, describe your philosophy of ministry. Include your convictions regarding: **Evangelism**

Briefly, describe your philosophy of ministry. Include your convictions regarding: **Church Polity**

Briefly, describe your philosophy of ministry. Include your convictions regarding: **Stewardship**

Briefly, describe your philosophy of ministry. Include your convictions regarding: **Any other areas of ministry you believe are important**

SECTION 9-APPLICANT CHECKLIST

Any application packet that does not include the items listed below **WILL NOT BE CONSIDERED. THERE ARE NO EXCEPTIONS**

Please ensure you have included each of the following:

- Letter of Interest
- Completed and Signed Application
- Link or jump drive/flash drive of a sermon delivered within the past year
- Current relevant Ministerial License(s), Ordination Certificate with appropriate seal
- Reference letter from Current and/or Former Pastor (1)
- Reference letter from Professional Colleague (1)
- Reference letter from Personal Contact (not related) (1)
- Reference letter from a Current Church Family Member (1)
- Current color photo (headshot) and family photo (if applicable)
- Copy of Driver's License or State Identification, or Real ID
- Copy of Marriage License, if applicable
- Copy of DD-214, if reporting military status

SECTION 10-CERTIFICATION AND RELEASE OF INFORMATION

The Pastoral Search Committee reserves the right to verify any information provided by the applicant. Please read and select agree or disagree to the statements below. **Then, print a hard copy of your responses and sign using pen and ink.** Mail the application packet to:

St. James Missionary Baptist Church
c/o Co-Chairs Deacon Billy Dempsey and Cherrie Dennis Baldon
Pastoral Search Committee
PO Box 20049
Wichita, KS 67208

I attest that the information provided to the questions on this application, including representations in my resume, if given, are true and accurate to the best of my knowledge. Further, I have not withheld any information that may adversely affect my opportunity for consideration for employment. I understand that misleading or false statements will constitute sufficient cause for refusal of hire, immediate termination of employment and covenant agreement.

Agree
 Disagree

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment and covenant relationship with the St. James Missionary Baptist Church creates an actual or implied employment. I understand that, if I am offered and accept employment with the St. James Missionary Baptist Church, it will be on an "at-will" basis. This means that either the St. James Missionary Baptist Church or I have the right to terminate the employment relationship at any time, for any reason, with or without cause, without incurring legal liability.

Agree
 Disagree

I authorize the release of national and state criminal records, as well as credit and financial history report to the St. James Missionary Baptist Church. I authorize the schools, former employers, and people named in this application to release to the St. James Missionary Baptist Church any information requested to verify the information in this application, including my education, character, and employment history. I also give St. James Missionary Baptist Church permission to use the information acquired to conduct a criminal history and background search on me.

I further understand that if I am a finalist, I must submit to a pre-employment drug screen.

Agree
 Disagree

(Signature- Pen and ink Only)

(Date)