

**MINISTRY PERSONNEL APPLICATION FORM - STEELE HEIGHTS BAPTIST CHURCH**

**Personal Information**

Male    Female

Full Name \_\_\_\_\_

Address \_\_\_\_\_

Postal Code \_\_\_\_\_ Date of Birth \_\_\_\_\_

Phone Number (H) \_\_\_\_\_ (B) \_\_\_\_\_

(C) \_\_\_\_\_ E-mail \_\_\_\_\_

**What area of ministry would you like to serve in?**

- Children      specify: \_\_\_\_\_
- Youth        specify: \_\_\_\_\_
- Adult        specify: \_\_\_\_\_
- Other \_\_\_\_\_

**Personal History**

Marital Status: \_\_\_\_\_ Spouse Name: \_\_\_\_\_

Is your spouse supportive of your ministry involvement? If not, please explain

\_\_\_\_\_

School Name, Occupation, and/or Employer \_\_\_\_\_

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**Spiritual History**

1. How long have you attended Steele Heights Baptist Church? \_\_\_\_\_

2. Do you regularly attend (2 or more services a month)?       Yes    No

3. Have you accepted Christ as your Saviour?       Yes    No

4. In a brief paragraph, please outline your spiritual journey.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Have you been baptized? (If Yes skip to question #7)  Yes  No

6. If no, are you willing to attend a baptismal seminar?  Yes  No

7. Are you a member? (If yes skip to question # 12 )  Yes  No

8. If no, are you willing to attend a membership seminar?  Yes  No

9. Do you know your spiritual gifts?  Yes  No

10. If yes, would you please let us know what they are so we can place you in an appropriate ministry for the gifts you possess? \_\_\_\_\_

11. If no, are you willing to attend a spiritual gifts seminar?  Yes  No

12. List any gifts, training, education or other qualifications that have prepared you to minister in this area

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Ministry Information

Churches I attended in the last five years are as follows:

1. Name of Church \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Dates Attended \_\_\_\_\_ Member or Adherent \_\_\_\_\_

2. Name of Church \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Dates Attended \_\_\_\_\_ Member or Adherent \_\_\_\_\_

My present and previous **ministry experience** is as follows:

1. Name of Church/Organization \_\_\_\_\_

Dates and Description of Ministry \_\_\_\_\_

Pastor or Ministry Supervisor \_\_\_\_\_ Phone Number \_\_\_\_\_

2. Name of Church/Organization \_\_\_\_\_

Dates and Description of Ministry \_\_\_\_\_

Pastor or Ministry Supervisor \_\_\_\_\_ Phone Number \_\_\_\_\_

I hereby acknowledge that, to the best of my knowledge, the information contained in this application for volunteer ministry is true and correct.

Signature of Applicant \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

**FOR THOSE APPLYING FOR CHILDREN’S, YOUTH, OR CARING  
MINISTRIES ONLY**

**PLEASE COMPLETE SECTION 2**

## **SECTION 2 (FOR THOSE APPLYING FOR CHILDREN’S, YOUTH, OR CARING MINISTRIES )**

### **Confidential Information**

In our desire to reduce the risk of abuse within our church ministries, we believe this

information is necessary to protect our children, our youth and our volunteers and to effectively place our volunteers in ministry positions. Thank you in advance for your partnership.

In order to provide a safe and secure environment for our children and youth, we believe it is necessary to include the following questions as part of our application process. All information will be kept confidential by church leadership. (Police may access this information, under warrant, if requested.) Answering yes to any of the questions may not necessarily preclude your involvement in ministry. Thank you in advance for your understanding.

1. Are there any circumstances involving your lifestyle or background that would call into question your ability to work with children or youth?  Yes  No
2. Have you ever been accused of impropriety with children and youth?  Yes  No
3. Have you ever been convicted for the use or sale of illegal drugs?  Yes  No
4. Have you ever been through treatment for alcohol or substance abuse?  Yes  No
5. Have you ever been convicted of a criminal offense (excluding minor traffic violations)?  Yes  No
6. Have you ever been arrested or convicted for any abuse related crimes?  Yes  No
7. Have you been investigated by the Child Welfare Agency for suspected child abuse?  Yes  No
8. Have you ever been the subject of a civil lawsuit involving sexual harassment or other immoral behaviour or conduct involving children, youth or adults?  Yes  No
9. Have you ever been the subject of any disciplinary action, transfer or dismissal, or been named as a defendant in a civil or criminal lawsuit as a result of an accident or mishap involving children or youth?  Yes  No
10. Have you ever been subjected to expulsion, reprimand, or other discipline by a church, denomination or other religious organization?  Yes  No
11. Have you ever been the subject of any disciplinary action (including discharge) or investigation by a church, religious or other organization, or by an employer?  Yes  No

12. Do you have any health concerns of which we should be aware?  
(e.g. medical, psychiatric)

Yes  No

If you have answered yes to any of the above questions, please explain.

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### References

Please provide the names of three individuals, excluding relatives, who could provide a reference for you. Include at least one reference from outside the church.

1. Name of Reference \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Nature of Relationship \_\_\_\_\_

2. Name of Reference \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Nature of Relationship \_\_\_\_\_

3. Name of Reference \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Nature of Relationship \_\_\_\_\_

**RELEASE OF INFORMATION AND DECLARATION OF INTENT**

I hereby give Steele Heights Baptist Church permission to contact persons named as references to ascertain my suitability for volunteer ministry. I release all such references from liability for any damage that may result from furnishing such evaluations to you.

I give Steele Heights Baptist Church consent to verify the information provided herein and to contact the references listed. I waive any right to confidentiality and of any right to pursue damages against the church caused by the reference's response.

I also grant my permission for Steele Heights Baptist Church to perform a police records check, for purposes of my protection against any false allegations and for the protection of those I serve. I consent to such an investigation with the understanding that the results will be kept in strict confidence. I agree to adhere to the protection policies as adopted by this church.

I understand that if my character or morals are deemed by church leadership to be inappropriate and/or criminal at any time during my volunteer service, Steele Heights Baptist Church will be entitled to terminate my assistance without expressed cause or prior notice regardless of any other oral or written statement by Steele Heights Baptist Church prior to, at, or following the date of volunteer service.

I understand that Steele Heights Baptist Church is responsible for the welfare of any person or persons entrusted to my care. I will cooperate fully with the staff in the fulfillment of my duties and will keep all information I encounter, in my role as a volunteer, confidential.

If at any time I find that for any reason I am unable to support the policies, procedures or doctrine of Steele Heights Baptist Church, I will gracefully and quietly resign my volunteer position. If my supervisors find that I am in conflict with any of the policies, procedures or doctrines and we are not able to resolve the issue, I will gracefully and quietly agree to resign my volunteer position.

I hereby acknowledge that, to the best of my knowledge, the information contained in this application for volunteer ministry is true and correct.

Signature of Applicant \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Signature of Witness \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Information received is confidential and is being gathered for the purposes of screening ministry personnel and placing them into ministry with children or youth. The information gathered here will be used for the purposes of supporting the ministries at Steele Heights Baptist Church.