

Preparing to Pastor - Application

Office Use Only
_____ Childcare Policy
_____ References Returned
_____ Application Approved

Name: _____ Date of Registration: _____

Address: _____

City: _____ State: _____ Zip: _____ Birth Date: _____

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____ Occupation: _____

Marital Status: Single, Never married Divorced & Remarried
 Widowed Married

In case of an emergency call: _____ Relationship: _____
Name Phone

Are you a member of a local church? Yes No How long have you attended there? _____
NOTE: If you are not a member of Medora Community Bible Church, we will need a letter of recommendation from your church indicating their support of your studies in our Pastoral Training Program. That letter must accompany this application.

What ministries are you currently involved in? _____

Have you ever personally led a person to Christ? _____

Have you ever personally discipled a new Christian? _____

What do you feel your spiritual gift is? _____

Have you enrolled in any previous formal Bible study? Yes No

If your answer to the previous question is "yes," what is the name of the school?

School Name City State

Formal Education (circle highest grade completed):

High School 9 10 11 12

College 1 2 3 4 Master's Degree Doctorate

Do you meet the pastoral requirements of I Timothy 3 and Titus 1? _____ Your family? _____

What are your future ministry goals (i.e. pastor, missionary)? _____

By signing this application form I am indicating that I am in full agreement with the constitution and doctrinal statement of Medora Community Bible Church and, if I am accepted as a student, I agree to abide by the policies set forth by the church.

Signature Date

Please write out the testimony of your salvation and why you believe God has called you to preach.

General Background Questions:

1. What do you feel God is leading you to do as far as a life ministry?
2. What are your music standards? Do you listen to CCM music?
3. What are your personal dress standards?
4. What are your viewing standards (movies and television)?
5. Do you consider yourself an independent, fundamental believer? If not, why?
6. How are you doing financially?
7. What are your convictions regarding the use of pornography?

Do you now, or have you ever, used pornography in any form?

- 8. Do you think you are a violent person?

- 9. Do you consider your temper a problem?

Have you lost your temper recently?

Do you swear?

Have you ever physically struck anyone in anger?

- 10. Have you ever been accused of any improper conduct?

The King James Version will be used for class instruction and Scripture memory. We believe the Bible teaches that the pastors of a church are to be of the male gender (I Timothy 2:12; 3:1-7).

Students enrolled in a degree program must abstain from alcoholic beverages, smoking, illegal drugs, divorce, sex outside of marriage, pornographic literature, gambling, cheating, theft, rock music, lying, profanity, social dancing, and attendance at movie theaters. We expect students to be faithful in attendance, to keep up with their schoolwork and bills, and to manifest a respectful attitude towards teachers and church leaders. We expect men to maintain short hairstyles and to dress in modest church type clothing for classes.

List three references that could speak to your spiritual maturity and send them a Reference Response Information form.

Name/Address/Phone/Relationship _____

Name/Address/Phone/Relationship _____

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Childcare Policy

It is the Scriptural position of Medora Community Bible Church that marriage and family are institutions created and designed by God. Parents are the primary caregivers to their children. They have the primary responsibility and duty to train and provide the upbringing for their children. In the majority of instances, these duties and responsibilities are accomplished. It is the privilege of MCBC to assist the parents of the church in their duties by providing Biblical instruction in a safe and nurturing environment. To that end, MCBC adopts the following policy.

It is the policy of MCBC that cases of known lack of child care will be immediately reported to the senior pastor. In the absence of the senior pastor, report will be made to the church board chairman. And in the absence of either the senior pastor or church board chairman, report will be made to one of the church elders. Upon receipt of the information, the pastor will examine the report and, if deemed necessary, will contact the church approved legal counsel to determine whether or not there are any reporting responsibilities under Kansas statutes. The senior pastor will also make report, if necessary, and ensure that appropriate corrective measures and other notifications (e.g. parents and insurance) are immediately taken. (See Disclosure Flow Chart for procedure).

Disclosure Flow Chart

Reporting Responsibilities

Any volunteer or staff person who responsibly believes, in good faith, that a lack of proper child care for a child under the age of 18 exists should report the concern immediately following the prescribed reporting pattern.

Step 1: Child or youth discloses facts causing concern to a volunteer or staff (or volunteer or paid staff observes suspicious circumstances). Do not question the child concerning the facts disclosed, but go directly to the senior pastor.

Step 2: Volunteer or staff immediately reports the incident to the senior pastor. If the report is made to someone other than the senior pastor, the person receiving the report immediately conveys this information to the senior pastor or in his absence the chairman of the board.

Step 3: Upon receipt of the information, the senior pastor or chairman of the board will examine the report and, if deemed necessary, will contact the church approved legal counsel.

Step 4: The church-approved legal counsel will review the disclosed information and determine reporting responsibilities, corrective measures, and notifications to make. Appropriate responses may include some or all of the following, not necessarily in this order.

1. Watch the child more closely.
2. Contact parents to inform them of the situation and action taken. If the concern is within the family, ensure the child's safety before contacting parents and/or alleged offender.
3. Provide Biblical and/or professional counseling for the individuals involved.
4. Report situation to Child Protective Services or the police/sheriff's department as necessary.
5. Remove involved parties from church responsibilities.
6. Report to insurance company.
7. Help establish long-term support and counseling for the **child** and **parents**.

Guidelines on Staff Conduct

1. Volunteers and staff are expected to have appropriate Christian relationships with children, adults, fellow workers, and staff within the context of their volunteer or professional roles. Relationships must maintain a correct and balanced focus on the approved ministry service being provided.
2. If a volunteer or staff member loses sight of his/her role or relationship with a child, an adult, fellow workers, or other staff, which then results in inappropriate behavior, destructive to the relationship, and in violation of God's laws in Scripture, he/she will be suspended from all further involvement with the program.
3. Inappropriate personal involvement includes activities or understandings between a volunteer or staff member and a child that are outside the scope of the ministry/service being provided and are unknown to church leaders or staff.

Examples of such activities are:

- a. Arranging a non-approved or inappropriate meeting with a child away from church facilities.
- b. Exchanging telephone numbers with a child for the purpose of making inappropriate contact away from church facilities or premises.
- c. Sharing close personal problems of a highly emotional nature with a child or youth.

**Medora Community Bible Church
8311 Medora Road
Hutchinson, KS 67502
620-543-2514**

**VOLUNTEER AND EMPLOYMENT APPLICATION FOR
PRESCHOOL, CHILDREN, AND YOUTH WORKERS**

This form is to be completed by all persons desiring to work in any position, volunteer or compensated, involving the supervision or custody of minors. It is being used to accommodate our insurance provider. The form simply documents what has been the practice of our church from time memorial, i.e., to provide a safe and secure environment for those children and youth who participate in our programs and use our facilities.

Date: _____ Name: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Area of Interest: _____

Please give a description of your church membership over the past five years:

Please give a description of your volunteer work over the past five years:

Have you ever been charged with a crime against a minor?

_____ No _____ Yes (please explain)

Request for Criminal History Records Inquiry and Authorization

I hereby authorize the Kansas Bureau of Investigation (KBI) or other law enforcement or military office to release to Medora Community Bible Church any information which pertains to any record of convictions contained in its files or in any criminal file maintained on me, whether local, state, or national. I hereby release such agency or office from any and all liability resulting from such disclosure.

Signature: _____

Full Name (print): _____
Last Name First Name Middle Name Jr./Sr./III...

Alias/Maiden Name: _____
Last Name First Name Middle Name Jr./Sr./III...

Date of Birth: _____ Race: _____ Sex: ___Male ___Female

Social Security #: _____ Marital Status: _____

Place of Birth (City, State, Country): _____

APPLICANT'S STATEMENT

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches in this application to give you any information (including opinions) that they may have regarding my character and fitness for children or youth work. In consideration of the receipt and evaluation of this screening form by Medora Community Bible Church, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply with this authorization. I waive my right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by the by-laws and policies of Medora Community Bible Church and to refrain from any unscriptural conduct in the performance of my services on behalf of the church.

Are you currently involved in any use of pornographic material or sexually-deviant behavior?

_____ No _____ Yes (please explain)

Have you ever been convicted of a crime other than a traffic fine?

_____ No _____ Yes (please explain)

Have you ever been a victim of physical, emotional, or other abuse or molestation while a minor?

_____ No _____ Yes

If you prefer, you may discuss your answer in confidence with the senior pastor rather than answering it on this form.

Date of discussion: _____

Discussion with: _____

I further state that I have carefully read the foregoing release and know the content thereof and I sign this release as my own free act. This is a legally binding agreement which I have read and understand.

Applicant's Signature: _____

Date: _____

Witness's Signature: _____

Date: _____

Reference Response Information

To: _____

From: Medora Community Bible Church
8311 Medora Road, Hutchinson, KS 67502

Regarding: _____
(Name of Pastoral Candidate)

To Whom It May Concern:

You have been listed as a reference by the above individual who has expressed a desire to become a pastor. In order for our organization to properly evaluate the qualifications of this candidate, we would like you to complete this form with your honest opinions and impressions of the individual. This reference form will be held in confidence.

Once completed, please return this form to our organization. Thank you for your assistance in this regard.

1. How long have you known the above individual? _____
2. In what capacity have you come to know this individual? _____
(i.e. coworker, neighbor, friend, etc.)
3. In your opinion, is the above pastoral candidate fully qualified to work in the ministry?
 Yes No (If no, explain below.)
4. What concerns, if any, would you have in allowing this individual to work in ministry?

5. Are you aware of anything in the candidate's background, personality, or behavior that could in any way pose a threat to children or youth? Yes No (If yes, explain below.)

Additional comments or explanation: _____

The above information is true and correct to the best of my knowledge.

I also testify that I know this man, and I believe that he is saved, has good Christian character, would be in harmony with MCBC's position, and meets the qualifications of I Timothy 3.

Signature: _____ Date: _____

Please return this form at your earliest convenience. Thank you.

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6. How long have you known the above individual? _____
7. In what capacity have you come to know this individual? _____
(i.e. coworker, neighbor, friend, etc.)
8. In your opinion, is the above pastoral candidate fully qualified to work in the ministry?
 Yes No (If no, explain below.)
9. What concerns, if any, would you have in allowing this individual to work in ministry?

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Once completed, please return this form to our organization. Thank you for your assistance in this regard.

11. How long have you known the above individual? _____

12. In what capacity have you come to know this individual? _____
(i.e. coworker, neighbor, friend, etc.)

13. In your opinion, is the above pastoral candidate fully qualified to work in the ministry?
 Yes No (If no, explain below.)

14. What concerns, if any, would you have in allowing this individual to work in ministry?

15. Are you aware of anything in the candidate's background, personality, or behavior that could in any way pose a threat to children or youth? Yes No (If yes, explain below.)

Additional comments or explanation: _____

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