

2017-2018 APPLICATION FOR EMPLOYMENT EAST HILL BAPTIST WEEKDAY CHILDREN'S MINISTRIES

Applicants, please read the following information carefully before completing the application. These positions are temporary and seasonal and provide no benefits.

OUR MISSION:

We are dedicated to following Christ's example of ministry through faithful discipleship, Christian fellowship, and spiritual worship. If you would like to apply here, it is important for you to know that this program is considered a ministry, not just a job. Please pray carefully and take very seriously your decision to submit an application to East Hill Baptist Weekday Children's Ministries. The children you will lead through the adventures of after school range from Kindergarten through 8th grade. The children are divided into groups and led to various camp activities by their Group Leader. Instructors lead the campers in the activities.

We will be hiring the following:

Activity Instructors: WORD (bible), Crafts, Gym/Outdoor Games, PRAISE (music).

Other Positions: Group Leaders, Grades PreK-8th

BASIC REQUIREMENTS FOR A POSITION

CHRISTIAN:

The VII of the Civil Rights Act provides a hiring exception, which allows us to require religious qualifications in order to be considered for or offered a position in this church ministry. We hire professing Christians who are active and committed to a Christian church. Employees must be willing to teach Christian principles as approved by the Program Administration of East Hill Baptist Church. Employees may be called upon to give their testimony describing their decision to accept Jesus Christ as their personal Savior. All employees will be expected to display an appropriate attitude for working in a Christian environment and a willingness to minister to the children and fellow staff.

AVAILABILITY:

Be available to work August 19-May 30 and between the hours of 2:30-6:00 (Staff will be assigned specific shifts at training.) There will be a mandatory training and staff will be notified in advance of the dates.

STATE REQUIREMENTS:

Applicants must be willing to meet all state requirements to work with children. If you are offered employment here, you will not be officially hired or allowed to start work until Level 2 background screening has cleared.

The new law prohibits child care programs from hiring anyone into the role of child care personnel, as defined in Section 402.305, Florida Statutes that has not cleared a Level 2 background screening. Cleared screening results for all child care personnel, which include volunteers working over 10 hours per month, must be received prior to the hiring and placement of the individual in a caretaker role in the child care program.

*****Applicants will be contacted if hired.**

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Name: _____ Male or Female: _____

Cellular Phone: _____ Age: _____ Date of Birth: _____ T-Shirt Size: _____ (S-5X)

Local Mailing Address: _____ Zip: _____

Email address: _____ SSN: _____

Means of Transportation: _____

All instructors and Group Leaders must be at least 18 years of age.

Please write the position applying for in order of preference (see positions listed near top of application cover page).

Please list three:

1. _____
2. _____
3. _____

If applying for group leader, which grade would you prefer? _____

Your Grade or education completed at time: _____

School or college attending: _____

College or university graduated from: _____ Degree earned: _____

List paid jobs you have held:				
<u>Position</u>	<u>Dates</u>	<u>Employer</u>	<u>Supervisor</u>	<u>Phone #</u>

List any other experience you have working with children or in recreation. Also, list any special skills or activities you feel qualified to teach.

Member of what church: _____ Where: _____

Local church you are currently involved in: _____

Name of Pastor: _____ Phone #: _____

Emergency Contact: _____ Phone #: _____

How did you find this job? : _____

I have read the cover sheet and understand the basic requirements for employment in the East Hill Baptist Weekday Children's Ministries. I further understand that specific duties and detailed requirements of my job will be explained if I am accepted. I realize that I am applying to serve in a Christian Ministry of East Hill Baptist Church. As a part of this ministry I will be called to share the gospel of Jesus Christ.

Signature

Date

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Briefly describe below how you came to know Jesus Christ as your personal Savior, and list any church activities you are involved in currently.

Please list at least 2 references other than relatives that have known you at least two years:

Name _____

Name _____

Position _____

Position _____

Address _____

Address _____

Telephone () _____

Telephone () _____

Do you foresee any conflicts with working from August 14th-May 25th?
Please circle: YES or NO

Do you foresee any conflicts with working the hours of 2:30pm-6:00pm?
Please circle: YES or NO

If you answered **YES** to either question, please take the time to write the dates on the back that you will need off. **Keep in mind the number of days you request off will affect the decision of your employment.** This does include school schedules as well.

During the school year we will have staff meetings that require mandatory attendance. Therefore we will do our best to give 2 weeks notice in order to make sure you are available.

East Hill Baptist Weekday Children's Ministries is a wonderful working environment. We appreciate your interest in working with us.

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RECOMMENDATION FOR EMPLOYMENT

To the Church Leader: Please return this form directly to the address listed on bottom of page.

APPLICANT'S NAME _____

This recommendation is for the confidential use of East Hill's Summer Day Camp Ministry. This information will not be shared with the applicant or with other persons or institutions.

Church Leader's Name: _____ **Title:** _____

Church Name and Address: _____

Telephone Number: _____ **How long have you known the applicant? :** _____

List church activities the applicant is involved in currently: _____

Please evaluate the applicant in the following areas by marking **5 for Outstanding, 4 for Above Average, 3 for Average, 2 for Below Average, 1 for Poor or NI for No Information.** Please make comments on the back of this sheet for any Below Average or Poor responses. Feel free to use that space for any other comments that may aid us in our decision.

CHARACTER	5	4	3	2	1	NI
JUDGMENT	5	4	3	2	1	NI
EMOTIONAL STABILITY	5	4	3	2	1	NI
MATURITY	5	4	3	2	1	NI
CHURCH ATTENDANCE	5	4	3	2	1	NI
POTENTIAL FOR EFFECTIVE MINISTRY	5	4	3	2	1	NI
CHRISTIAN COMMITMENT	5	4	3	2	1	NI
DEPENDABILITY	5	4	3	2	1	NI
SKILL IN RELATING TO OTHERS	5	4	3	2	1	NI
TEACHABILITY	5	4	3	2	1	NI
MORAL VALUES	5	4	3	2	1	NI

Do you know any physical, mental or emotional problems that might hinder effective work in Christian Ministry? Yes _____ No _____ If yes, please elaborate below.

Do you know of any personal habits or personal prejudices that might inhibit service in a church-related position? Yes _____ No _____ If yes, please elaborate below.

Do you recommend this person for employment? _____ if yes, please circle one

WITH ENTHUSIASM

WITH SOME RESERVATIONS

WITH RELUCTANCE

***If you would NOT recommend this person for employment or have reservations, please explain on the back.**

***Please add any other additional comments on back to aid us in our consideration of this person for our ministry.**

Thank you for your thoughtful responses. Please return this form via **email to** easthillweekday@easthillweekday.com to:

**Margaret Bardes, Director of Weekday Children's Ministries
East Hill Baptist Summer Day Camp
912 Miccosukee Road
Tallahassee, Florida 32308 or**