



EMPLOYMENT APPLICATION
FORT WORTH PRESBYTERIAN CHURCH
6251 OAKMONT TRAIL
FORT WORTH, TX 76132
(817) 731-3300/(817) 294-5687 (FAX)

Name: _____ Date: _____
First Middle Last

Address: _____ City/State/ZIP: _____

Cell Phone: _____ Business Phone: _____

Email: _____ SSN: _____

Sex: ___ M ___ F Date of Birth: _____

Drivers License # _____ State of Issue _____

Marital Status: _____ (*single, married, separated, divorced, widowed, etc.*)

How long have you lived at your current address? _____

Previous address: _____

List all other cities and states where you have lived as an adult:

Other names by which you have been known (Nicknames, maiden names, aliases):

Are you a member or regular attender of this church? _____ If so, for how long? _____

Please list the name, address, city and state of other churches you have attended regularly during the past 10 years: _____

Please list *all previous church work* involving children, students or vulnerable populations (impaired, adults, special needs individuals etc.). (List each church's name and address, type of work carried out, dates, and a **contact person** familiar with your work there. **Use the back page of this application for more space, if necessary.**)

Please list *all previous non-church work* involving children, students or vulnerable populations. (List each organization's name and address, type of work carried out, dates and a **contact person** familiar with your work there.)

List any talents, vocations, preparation, training or other experiences which have equipped you to work with children, students or vulnerable adults:

Position for which you are applying: _____

PREVIOUS EMPLOYMENT (volunteers can skip to the next page)

Please complete this section for each of your employment and/or volunteer experiences, starting with your current employer and working backwards.

(Please use back page of this application for additional employment.)

Employer	<input type="checkbox"/> Full Time <input type="checkbox"/> Part-time from: to:
Address	Position
Phone	Responsibilities
Supervisor	
Reason for leaving	

Employer	<input type="checkbox"/> Full Time <input type="checkbox"/> Part-time from: to:
Address	Position
Phone	Responsibilities
Supervisor	
Reason for leaving	

Employer	<input type="checkbox"/> Full Time <input type="checkbox"/> Part-time from: to:
Address	Position
Phone	Responsibilities
Supervisor	
Reason for leaving	

Employer	<input type="checkbox"/> Full Time <input type="checkbox"/> Part-time from: to:
Address	Position
Phone	Responsibilities
Supervisor	
Reason for leaving	

Within the past three years, what job or volunteer responsibilities have given you the most personal satisfaction and why? _____

EDUCATION/BACKGROUND List schools attended, beginning with high school. Include tech schools and other special training.

LEVEL	NAME OF SCHOOL	CITY/STATE	MAJOR/MINOR	DEGREE
	High School/Secondary School			
	University/College			
	Vocational/Technical			
	Graduate School/Seminary			

REFERENCES (Please include complete address, city, state, zip code)
*** One reference must be a person of the opposite sex, and at least one a non-family member.**

PERSONAL

Name	Address				
City	State	Zip	email	phone	

PROFESSIONAL/CIVIC

Name	Address				
City	State	Zip	email	phone	

FAMILY MEMBER

Name	Address				
City	State	Zip	email	phone	

LEGAL HISTORY

For any “yes” answers, please attach a detailed explanation in writing.

Y	N	Have you ever been convicted of a criminal offense (felony or misdemeanor)? Answer “yes” if you have entered a plea agreement including a deferred sentence or deferred judgment arrangement in connection with a criminal case.
Y	N	Have you ever been charged with a sexual offense, offense relating to children, or crime of violence?
Y	N	Have you ever reported to any organization or registry for abuse or misconduct involving children?
Y	N	Do you have any disciplinary action or investigation pending by an employer, other organization, professional association, or licensing body, for violence, sexual misconduct, or misconduct involving children?
Y	N	Have you ever been disciplined or dismissed from any volunteer or employment position for any reason or following an allegation of sexual misconduct, physical aggression, verbal aggression, or other inappropriate behavior or conduct?
Y	N	Have you ever been reprimanded, or asked to leave or end your membership in a church?
Y	N	Have you ever been the subject of a complaint or disciplinary proceeding concerning any professional license or professional affiliation held by you?
Y	N	Do you now or have you ever sought out or intentionally viewed child pornography?

Do you regularly attend church? No Yes Member FWPC

If yes, where and for how long? _____

Describe why you might feel God has called you to serve in the ministry of Fort Worth Presbyterian Church: _____

Because our church cares for our members and our children, and desires to protect them, please answer the following questions. We understand that the answers to these questions may be private and deeply personal, and we will protect your privacy.

Why do you want to work with children or vulnerable adults at Fort Worth Presbyterian Church?

Do you have a preference concerning the age group or sex of children or students with whom you would like to work? Why?

What is your philosophy concerning re-direction or discipline of children?

When you are unhappy, angry or emotional about a person or circumstance, what do you do?

Have you experienced any significant physical or emotional stresses within the past year, such as the loss of a parent, spouse, or child, extreme ill health, or any emotional or physical crisis? If so, please briefly explain. (Use back page of this application if necessary.)

Do you consider yourself to have been physically or sexually abused as a child?
(This information will be kept entirely confidential.)

If you were physically or sexually abused as a child, would you consider utilizing church resources to seek healing in this area of your life?

Have you ever physically or sexually abused a child?_____

Has someone ever accused you of abusing a child?_____

Applicant Statements and Agreed Code of Conduct

Please initial each of the following statements:

_____ I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application, or dismissal from my employment or ministry involvement.

_____ I understand that **my references and contacts** from prior church or non-church work with children, student, or disabled adults may be contacted and that an appropriate **criminal background check** will be conducted. I authorize investigations of all statements contained in this application

_____ I understand that I must be interviewed and recommended before I begin my ministry or employment position.

_____ I understand that I can withdraw from the application process at any time.

_____ I understand that FWPC has a policy of ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse seriously. I further understand that FWPC cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of any kind is grounds for immediate dismissal from my employment/volunteer duties and possible criminal charges.

_____ I declare that I am not a pedophile or child molester. I have not perpetrated physical abuse, sexual abuse, emotional abuse or neglect against a child, a student or disabled adult, and I have never been accused of these acts.

_____ I understand and agree that false statements and/or omissions regarding past conduct and/or present situations may be grounds for denial of this application for employment, and that refusal to inform FWPC of the contents of a sealed criminal record will result in the automatic denial of the application.

_____ If employed, I agree to read and abide by all Policies and Procedures provided to me by FWPC concerning my conduct and behavior toward children, students or disabled adults participating in FWPC programs.

RELEASE

I authorize FWPC to contact all individuals, organizations and references listed on this 'Employment and Application Form' in order to verify the information I have provided to the church. I agree to release from liability any person or organization that provides information concerning me, including those persons I have listed as references, as well as contact persons from my previous church and non-church work, listed on this application.

I specifically authorize the church to undertake a criminal background check concerning my past.

I understand and agree that any information received from the background check and application verification will not be disclosed to me, and I hereby waive any right I may have to inspect any information provided about me by any person or organization identified by me on this form.

By signing this form, I certify and affirm that the information I have given on this form is true, complete and correct in all respects.

Signature: _____

Date: _____