

Upper Columbia Conference of SDA

3715 S. Grove Road
Spokane, WA 99224
Office (509) 838-2761
Fax (509) 838-4882



Outreach Coordinator – Application

Name: _____
First Middle Last

Address: _____

State: _____ Postal Code: _____

Home Phone #: _____ Cell #: _____

Email: _____

Country of Citizenship _____

Occupation: _____

Education: High School Diploma College

Church Membership: _____

Date Baptized: _____

Pastor's name: _____

Pastor's phone: _____

Pastor's email: _____

How would you describe your knowledge of the Bible?

What is your experience in soul winning?

Have you had any special training in soul winning?

Share some of your hobbies and pastimes?

Would you be bringing a car with you? Yes No

Share some of your favorite authors and why you like them

Have you ever done door to door ministry? Yes No

A major part of the Upper Columbia Bible Worker Coordinator position will be leading Outreach Leadership Teams into the community. What are your initial feelings towards going door to door?

Do you understand the fundamental beliefs and practices of the Seventh-day Adventist Church?

Yes No

Are you in agreement with them? Yes No (If not please attach an explanation)

Describe your conversion experience (use back if necessary)

Please list 3 non-relatives as references

Reference #1 Name		
Relationship		
Reference #1 Phone		
Reference #1 Email		

Reference #2 Name		
Relationship		
Reference #2 Phone		
Reference #2 Email		

Reference #3 Name		
Relationship		
Reference #3 Phone		
Reference #3 Email		

CRIMINAL HISTORY

Have you ever been convicted of, pled guilty to or received any form of probation or suspended sentence for any criminal offense (misdemeanors and felonies), excluding minor traffic violations? _____ Yes _____ No
If yes, describe in full, including dates, criminal offenses, location (city and state) and disposition:

Are you currently on probation or suspended for any criminal offense? _____ Yes _____ No
If yes, describe in full (use another sheet, if necessary), including criminal offense(s), current status, expected date of completion and the name(s) and telephone number(s) of the probation or parole officer or other person or persons to whom you report:

Have you EVER been (formally or informally) accused, charged, convicted, pled guilty, or pled no contest to any act of unlawful sexual conduct, child abuse and/or child sexual abuse? _____ Yes _____ No
If yes, please explain in full (use another sheet, if necessary):

CERTIFICATION AND ACKNOWLEDGMENT

I understand that I may be asked to take job-related written tests and skill tests (if applicable) for the job position for which I am applying. If I decline to be tested, I understand that I will not be further considered for employment.

I understand that if employed I must complete an I-9 form and provide satisfactory proof of my identity and legal authority to work in the United States.

I hereby certify that all of the information on this employment application and any resume or exhibit is true, correct and complete. I have not withheld any information requested on this application. I understand that false, misleading, incomplete or omitted information on this application or my resume will result in disqualification for employment or, if I am hired, dismissal from employment. I authorize the employing organization and its agents to confirm information supplied on this application and my resume and to investigate my suitability for employment. I agree to furnish additional information if requested. If employed, I agree to conform to the policies and standards of the employing organization.

Applicant's signature: _____
Date: _____

EMPLOYMENT AT WILL

I understand that this employment application is not an offer of employment with the Upper Columbia Conference. The employment relationship between the Upper Columbia Conference and employees is based upon mutual consent for an indefinite time period.

I expressly acknowledge further that neither any verbal communication nor any written communication made to me during the application and/or interview process or during my employment with the Upper Columbia Conference, nor any provision in the employee handbook constitutes the terms of an implied employment agreement. In consideration of any employment offered, I specifically agree that my employment may be terminated, with or without cause or notice, at any time, at the option of either the Upper Columbia Conference

or myself. I understand that only Human Resources or ADCOM may enter into any other agreement for my employment with the Upper Columbia Conference or make any agreement with me contrary to the foregoing.

Applicant's signature: _____

Date: _____

RELEASE OF INFORMATION AND LIABILITY

I expressly agree that my prior employer(s), current employer(s), and personal references may be contacted for the purpose of investigating my background, and I understand that information regarding my prior and current employment(s) may be used by the Upper Columbia Conference in considering this Application. I authorize the Upper Columbia Conference to review and use information about me that is available on the Internet. I understand that this authorization does not include a consumer report under the federal Fair Credit Reporting Act. If the Upper Columbia Conference conducts a consumer report about me under the federal Fair Credit Reporting Act, I understand that I will receive a separate notice and authorization. I further agree to cooperate fully in acquiring any requested information. I release all parties and persons from any claims, liabilities and damages that may result from requesting or furnishing information about me to the employing organization, as well as from using such information in considering my employment application.

Applicant's signature: _____

Date: _____

APPLICATION PROCESS

The applicants to be interviewed will be contacted by Upper Columbia Conference (UCC). Applications will be considered for 180 days following their submission. Applicants who desire to apply for another job position, or who desire to reapply for a job position, must submit a new application form to the Upper Columbia Conference.