

Name: \_\_\_\_\_

# Ministry Application



CHRISTIAN FELLOWSHIP  
190 Ave. La Pata  
San Clemente, CA 92673  
949.361.1022

**Office Use Only:**

<input type="checkbox"/> Approved _____ Date
By _____

This application is to be completed by all applicants for any volunteer position at Heritage Christian Fellowship (HCF). This is not an employment application. It is used to help the church provide a safe environment. All information will be kept secure and confidential. **Please fill in all blanks. This form will be returned to applicant if incomplete when submitted.**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Last First M.

**Address:** \_\_\_\_\_  
Street City State Zip

**Home Phone:** (\_\_\_\_) \_\_\_\_\_ **Cell Phone:** (\_\_\_\_) \_\_\_\_\_

**Email:** \_\_\_\_\_  M  F **DOB:** \_\_\_\_\_

**Occupation:** \_\_\_\_\_ **Place of employment:** \_\_\_\_\_

Briefly describe your relationship with Jesus Christ.

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Approximate DATE you began attending Sunday services at HCF on a regular basis (at least 3 out of 4 Sundays/month)? \_\_\_\_\_ (month and year)

List other churches you have attended in the last 5 years.

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List any previous church work, training, education, etc.

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Are you currently part of a Heritage Community Group?  Yes  No If yes, which one?

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Are you CPR certified?  Yes  No Do you have any medical training?

If yes, Please explain. \_\_\_\_\_

Why do you desire to serve in ministry? \_\_\_\_\_

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What are some of the spiritual gifts or talents that you will be able to add to the team?

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What areas of ministry are you interested in getting involved?

- |  |   |  |                                    |  |
|--|---|--|------------------------------------|--|
| <input type="checkbox"/> 9am Congregation  | <input type="checkbox"/> Administration   | <input type="checkbox"/> Building Maint    | <input type="checkbox"/> Children  | <input type="checkbox"/> College/Young Adult |
| <input type="checkbox"/> 11am Congregation | <input type="checkbox"/> Community Groups | <input type="checkbox"/> Greeting/Ushering | <input type="checkbox"/> Preschool | <input type="checkbox"/> Youth               |
|  | <input type="checkbox"/> Missions         | <input type="checkbox"/> Landscape Maint   | <input type="checkbox"/> Men's     | <input type="checkbox"/> Music/Worship       |
|  | <input type="checkbox"/> Hospitality      | <input type="checkbox"/> Prayer            | <input type="checkbox"/> Women's   | <input type="checkbox"/> Special Events      |

# PERSONAL REFERENCES

## Heritage Christian Fellowship References

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

### Other Personal References (not relatives or members at Heritage Christian Fellowship).

**Note:** Please provide references from organizations where you have previously worked with minors (e.g., Boy Scouts, another church, etc.). If you have not worked with children in another organization, please provide names of people who know you well.

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

The questions listed below are part of our interview process to help provide a safe environment for those that attend our church. **All information will be held in strict confidence.** Answering yes to any of these questions will not necessarily preclude your involvement in ministry. Should you answer yes to any of the following questions, please explain the back of this application. Thank you.

Are there any broken or impure relationships in your life?     Yes    No

Are there any ongoing patterns of sin in your life that would reflect poorly on Jesus Christ or on Heritage?

Yes    No    If yes, please explain on the back of this application.

Would you like to meet with a pastor regarding this circumstance?    Yes    No

Have you ever been hospitalized or treated for alcohol or substance abuse?     Yes    No

Have you ever been convicted of, or pled guilty or no contest to a crime other than a minor traffic violation, or are you now under charges for any criminal offense?

Yes    No    If yes, please explain on the back of this application.

Is there anything in your lifestyle or background that would call into question your suitability to work with children/youth?

Yes    No    If yes, please explain on the back of this application.

## LEADERSHIP AGREEMENT

Thank you for desiring to serve as a leader at Heritage. Along with leadership comes an increased level of authority, responsibility and accountability. Therefore, before you commit to leadership, we would like to clarify expectations and invite you to make a commitment to the Lord and to the body of Christ at Heritage Christian Fellowship.

This agreement is simply an affirmation and a source of accountability for both the church and our leaders. It contains both commitments and benefits. While we enter this agreement with one another, it is first and foremost a commitment to God, for His glory, and His bride, the church (Eph 5:25).

Please read this thoroughly so you understand all aspects. If you have any concerns or questions, please discuss them with your leader or elder before making a commitment, so that when you are ready, you can agree without reservation.

### ***My commitment to Heritage Christian Fellowship is:***

1. To read and understand the HCF doctrinal statement (available online at [www.heritagesc.org](http://www.heritagesc.org)) and not be divisive to its teaching. Discuss any points of disagreement with an elder. One must understand the importance of submission to church leadership and be diligent to preserve unity and peace (Eph. 4:1-3; Heb. 13:7, 17).
2. To submit to the authority of Scripture as the final arbiter on all issues (Ps. 119; 2 Tim. 3:16-17).
3. To maintain a close relationship with the Lord Jesus through regular Bible reading, prayer, fellowship, and the practice of spiritual disciplines. Such a relationship will be evident through a life that glorifies Jesus (Ps. 105:1-2; Ps. 119:97; Gal. 5:22-26; 2 Peter 1:3).
4. To steward the resources God has given, including time, talents, and treasure (Prov. 3:9-10; Rom. 12:1-2; Eph. 4:1-16; 5:15-18). This includes regular financial giving and service that is sacrificial, cheerful, and voluntary (Rom. 12:1-8; 2 Cor. 8-9; 12:7-31; 1 Peter 4:10-11).
5. To be “devoted to the fellowship” and committed to a Heritage Community Group; participate in weekly worship services, communion and serving (Acts 2:42-47; Heb. 10:23-25; John 13:14).
6. To submit to discipline by God through his Holy Spirit, to follow biblical procedures for church discipline in relationships with brothers and sisters in Christ, to submit to righteous discipline when approached biblically by brothers and sisters in Christ, and to submit to discipline by church leadership if the need should ever arise (Ps. 141:5; Matt. 18:15-17; 1 Cor. 5:1-5; 2 Cor. 2:5-8; Gal. 6:1-5; 1 Tim. 5:20; 2 Tim. 2:25; Titus 1:9; 3:10-11; Heb. 12:5-11; Rev. 2:5-7, 14-25).
7. To agree, by God’s grace, to walk in holiness as an act of worship to Jesus Christ, who has saved us from sin that we could live a new life (2 Cor. 5:17); to practice complete chastity before marriage and complete fidelity in heterosexual marriage by abstaining from practices such as cohabitation, pornography, and fornication (Job 31:1; Prov. 5; Rom. 13:12-14; 1 Cor. 6:9-7:16; Heb. 13:4); to refrain from illegal drug use, drunkenness, and other sinful behavior as the Bible, the leaders, and conscience dictate (1 Cor. 8:7; Gal. 5:19-21). Should one sin in such a manner, to agree to confess my sins to Christian brothers or sisters and seek help to put such sin to death (Rom. 8:13; Col. 3:5; 1 John 1:6-10).
8. To get to know, live out and carry the values that we hold to be essential to being a healthy church (see the Heritage Newcomers Manual for our values).
9. We encourage all our leaders to attend all-church events we organize, as these are invaluable times where we grow together in relationships, understanding and love for our Lord.

***Heritage Elder commitments to its leaders:***

1. Your elders and deacons will meet the criteria assigned to them in the Scriptures (1 Tim. 3:1-13; 5:17-22; Titus 1:5-9; 1 Peter 5:1-4).
2. To seek God's will for our church community to the best of our ability as we study the Scriptures and follow the Spirit (Acts 20:28; 1 Peter 5:1-5).
3. To care for you and seek your growth as a disciple of Christ, in part by equipping you for service (Eph. 4:11-13) and praying for you regularly, particularly when you are sick (James 5:14).
4. To provide teaching and counsel from the whole of Scripture (Acts 20:27-28; Gal. 6:6; 1 Tim. 5:17-18).
5. To be on guard against false teachers (Acts 20:28-31), prophets, etc.
6. To exercise church discipline when necessary (Matt. 18:15-20; 1 Cor. 5; Gal. 6:1).
7. To set an example in faith and in life and join you in fulfilling the duties of church leaders (1 Cor. 11:1; Phil. 3:17; 1 Tim. 4:12).

Our prayer is that you will be blessed in your ministry to the Lord. May God equip you and bless you as you serve Him and bring His kingdom to this world.

*I have read and am in agreement with the above points.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you desire to end this agreement, we ask that you do so in a way that is good and healthy and ultimately honors the Lord and His church. The first step to end this agreement is to discuss your intention in person with an elder so that you finish well for you and the church family.

## APPLICANT'S STATEMENT

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness serving the church. In consideration of the receipt and evaluation of this application by Heritage Christian Fellowship, 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 my family, on account of compliance or any attempts to comply, with this authorization. I waive any rights that I may have to inspect any information provided about me by any person or organization identified by me in this application.

### If You Self-Disclose

Should I violate the Leadership Agreement or other provisions contained within this application, and/or otherwise become involved in anything that is legally, Biblically or ethically questionable, that may tend to harm my testimony and/or the testimony of Heritage Christian Fellowship, **I will notify** my immediate supervisor, with the understanding that I may be asked to take a leave of absence while working through the issue(s). Heritage Christian Fellowship will offer all of its resources to help including counseling, fellowship, prayer, and accountability.

### Failure to Report

I understand that should I violate the Leadership Agreement or other provisions contained within this application, and/or otherwise become involved in any activity that is Biblically, ethically, or legally questionable, and **fail to report** it to my immediate superior; and should any of my supervisors become aware of it, I will be asked to resign my position. Heritage Christian Fellowship will still offer help through counseling, fellowship, prayer, and accountability.

I further state that I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND I SIGN THIS RELEASE AS MY OWN FREE ACT. I acknowledge that this is a legally binding agreement, and I have read and understood it in its entirety.

Signed \_\_\_\_\_ Date \_\_\_\_\_

# BACKGROUND INVESTIGATION CONSENT (ONLY FOR THOSE SERVING MINORS)

I, \_\_\_\_\_ (applicant's complete name), hereby authorize Heritage Christian Fellowship and/or its agents to make an independent investigation of my background, references, character, past employment, education, criminal, or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application and/or obtaining other information, which may be material to my qualifications for employment/ministry now, and if applicable, during the tenure of my employment/ministry with Heritage Christian Fellowship.

I release Heritage Christian Fellowship and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims, or lawsuits in regard to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name, and all information is true and correct to the best of my knowledge.

\_\_\_\_\_  
Full name (printed)

\_\_\_\_\_  
Maiden name or other names used

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Driver's License #

\_\_\_\_\_  
State of license

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date