

CARE Pregnancy Center Employment Application

Date: _____

Name: _____ Age: _____ Marital Status: _____

Address: _____ City/State: _____ Zip: _____

Phone: (Day) _____ (Evening) _____ Email _____

Referred by: _____ Position Sought: _____

Salary/Wage Sought: _____ Date Available: _____

Are you legally eligible for employment? Yes No

If offered employment, you will be required to provide documentation to verify eligibility.

High School:

Name: _____ Last Year Completed: _____ Year Graduated: _____

College:

Name: _____ Last Year Completed: _____ Year Graduated: _____

Degree: _____

Other Schooling:

Name: _____ How Long Attended: _____

Area of Study: _____

Name: _____ How Long Attended: _____

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Begin with the most recent employment.

May we contact your current employer? Yes No

Employer: _____ Date of Employment: _____ to _____

Address: _____ City/State: _____ Zip: _____

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Phone: _____ Supervisor: _____

Reason for leaving: _____
Employer: _____ Date of Employment: _____ to _____

Address: _____ City/State: _____ Zip: _____

Phone: _____ Supervisor: _____

Reason for leaving: _____

Employer: _____ Date of Employment: _____ to _____

Address: _____ City/State: _____ Zip: _____

Phone: _____ Supervisor: _____

Reason for leaving: _____

Three references are required for consideration of employment. One must be your pastor, and the other 2 should not be relatives or former employers.

Pastor's Name: _____ Church: _____

Church's Phone: _____ Years You Have Attended: _____

Name: _____ Relationship: _____

Phone: _____ Years Acquainted: _____

Name: _____ Relationship: _____

Phone: _____ Years Acquainted: _____

1. How did you hear about the CARE Pregnancy Center?

2. What is your reason for seeking employment at the CARE Pregnancy Center?

3. What special skills, talents, gifts, or traits would you bring to this ministry?

Husband's name: _____ Name of Employment: _____

Indicate much, some, or none.

Typing _____ Filing _____ Bookkeeping _____

Computer _____ Internet _____ Accounting _____

Please list any word processing/computer programs you have worked with:

Other Office Skills:

This organization is a pro-life Christian ministry. We believe that our faith in Jesus Christ empowers us, enables us, and motivates us to provide crisis Pregnancy services in this community. Please write a brief statement about how your faith would affect your work if hired.

In addition to this application form, you should have received copies of our Statement of Faith, Statement of Principle, and our Mission Statement. Please briefly describe how your own personal beliefs, principles, and mission/ministry goals relate to those of our organization.

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Please write your testimony on how you came to know Jesus Christ as your Lord and Savior. Tell me about your relationship with Him now.

What personality types do you have difficulty working with?

How do you resolve conflicts/disagreements?

The responses to the following questions will be kept confidential in the Office of the Executive Director. This is privileged communication and will not be shared.

1. Have you ever engaged in, been arrested for, charged with, under probation for, or convicted of either sexual or physical abuse? Yes _____ No _____

If yes, please explain. Attach a separate page, if necessary. _____

2. Were you a victim of sexual or physical abuse or molestation while a minor? Yes _____ No _____

I hereby certify that the facts outlined in the above employment application are true and complete to the best of my knowledge. I authorize the CARE Pregnancy Center to verify their accuracy and to obtain reference information on my work performance. I hereby release the CARE Pregnancy Center from any and all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information. I understand that, if employed, falsified statements of any kind or omission of facts called for on this application shall be considered a sufficient basis for dismissal. I understand that should an employment offer be extended to me and accepted, I will fully adhere to the policies, rules, and regulations of employment, and anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and is at will. I further understand that either I, or the CARE Pregnancy Center may terminate my employment at any time with or without cause.

Signature of Applicant

Date

CARE Pregnancy Center Statement of Faith

We believe the Bible to be the inspired, only infallible, authoritative Word of God.

We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.

We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.

We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is essential and that this salvation is received through faith in Jesus Christ as Savior and Lord and not as a result of good works.

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life and to perform good works.

We believe in the resurrection of both the saved and the lost: they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.

We believe in spiritual unity among believers in our Lord Jesus Christ.

CARE Pregnancy Center Statement of Principle

The CARE Pregnancy Center is an outreach ministry of Jesus Christ through His church. Therefore, the CARE Pregnancy Center, embodied in its volunteers, is committed to presenting the gospel of our Lord Jesus Christ to the women we serve. Those who labor as CARE Pregnancy Center board members, directors, and volunteers are expected to know Jesus Christ as their Savior and Lord.

The CARE Pregnancy Center is committed to providing its clients with accurate and complete information about both prenatal development and abortion.

The CARE Pregnancy Center is committed to assisting women to carry to term by providing emotional support and practical assistance. Through the provision of God's people and the community at large, women may find hope and plan constructively for themselves and their babies.

The CARE Pregnancy Center never discriminates in providing services because of race, creed, color, national origin, age, or marital status of its clients.

The CARE Pregnancy Center never advises, provides, or refers for abortion or abortifacients.

[Statement of Faith adapted from the National Association of Evangelicals' Statement of Faith.]

Mission Statement- To reduce the number of abortions by offering life-affirming support and education in an accepting environment.

Vision Statement- To create a culture where abortion is unthinkable.

CARE Pregnancy Center Reference Form

Reference for : _____ Date: _____

Your Name: _____

The person above has applied for a volunteer/staff position at the CARE Pregnancy Center. A volunteer has direct client contact either on the phone, as a receptionist, a teacher, a childcare worker, or as a Client Advocate in the center. The candidate has been asked to supply the Center with three references, and your assistance will be greatly appreciated.

Some of the qualities sought in a volunteer are:

1. A genuine commitment to Jesus Christ as Savior and Lord.
2. Dependability, responsibility, and willingness to give of themselves.
3. Submission to the Center's policies and procedures and to those in leadership.
4. Steadfastness, faithfulness, and possession of an unshakable confidence in the Word of God with an ability to communicate its truth.
5. Uncompromised commitment to the sanctity of all human life.

Please answer the questions listed below:

1. **How long have you known the applicant?**

2. **What is your relationship with the applicant?**

3. **How would you rate the applicant regarding the following:**

(Scale: 5-Excellent 4-Good 3-Satisfactory 2-Fair 1-Poor)

__ Dependability __ Spiritual Maturity __ Cooperation __ Initiative
__ Communication Skills __ Compassion/Mercy __ Submission to Authority

4. **Write a short paragraph describing the applicant in relation to the description of the qualities sought above.**

[Three reference letters are required; one from a pastor or church leader, and the other two to be completed by someone who has known you for a minimum of two years, and is not a familial relation.]