

eLife Employment Application

Application Date: _____

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Experience Life Church (“eLife”) will be based on merit, qualifications, and abilities. eLife is a religious organization that does not discriminate in employment opportunities or practices on the basis of race, age, sex, national origin, disability, veteran's status or marital status. eLife Church does discriminate on the basis of religion to the full extent permitted by law. As a church, eLife is allowed by law to consider the religious beliefs held by applicants and employees, particularly in regards to pastoral candidates. Furthermore, eLife may take employment-related action against an employee based on his religious beliefs and practices, and based on his noncompliance with the religious beliefs, policies and practices of eLife, to the fullest extent allowed by federal and state law, including termination. eLife may refuse to hire applicants based on their religious beliefs and practices.

This application will be current for only thirty (30) days. If you have not heard from eLife and still wish to be considered for employment at the end of thirty days, you must fill out a new application.

**PLEASE TYPE OR PRINT YOUR ANSWERS TO THE FOLLOWING QUESTIONS.
PLEASE ANSWER ALL QUESTIONS.
AN INCOMPLETE APPLICATION WILL NOT BE CONSIDERED.**

PERSONAL INFORMATION: (please print clearly)

LastName _____ MI _____ FirstName _____

Other Names Used (Maiden, Aliases, etc.) _____

Phone (h) _____ (c) _____

Address _____ City _____ State _____ Zip _____

Contact for notification in case of emergency _____

Phone number and relationship to you _____

What eLife position are you applying for? _____

Have you ever worked at or applied for a job at Experience Life in the past? If so, please give details:

Do you attend Experience Life? ____ Yes ____ No

If yes, which campus do you attend and when did you begin attending? _____

If no, where do you attend? _____

How long have you been a member at your church? _____

Have you previously volunteered at eLife? If yes, how and when?

Please tell us any eLife Staff that you know personally (Please list the three (3) who know you best):

Date you would be available to start work: _____

Are you legally eligible for employment in the US? YES NO

**Proof of citizenship or immigration status will be required upon employment.*

Have you ever received a felony conviction, or deferred adjudication or misdemeanor conviction for a crime of moral turpitude? (Crimes of moral turpitude include fraud, theft, and dishonesty.) An affirmative answer does not necessarily disqualify applicants. YES NO

If yes, please explain: _____

Have you ever been charged with a sexual offense, offense relating to children, or crime of violence?

YES NO

If yes, please provide an explanation, including nature of offense, date and any other relevant information: _____

Have you ever been the subject of a civil lawsuit involving, or an investigation or allegation of, sexual misconduct, sexual harassment, or other immoral behavior or conduct, involving adults or children?

YES NO

If yes, please attach a statement describing the circumstances and relevant facts.

Do you have any investigation, review, or disciplinary action pending by an employer, organization in which you volunteered, or professional association for sexual misconduct, violence, or misconduct involving children? YES NO

If yes, please attach a statement describing the circumstances and relevant facts.

Were you a victim of abuse or molestation while a minor? YES NO

(If you prefer, you may refuse to answer this question, or you may discuss your answer in confidence rather than answering it on this form. Answering yes, or failing to answer will not automatically disqualify an applicant.)

Are you over 18 years of age? YES NO

EMPLOYMENT HISTORY: List present or most recent employer first

Employer #1

Company Address

Dates: Start/From Finish/To

Position Salary

Supervisor Phone

Duties

Reason for Leaving

Employer #2

Company

Address

Dates: Start/From

Finish/To

Position

Salary

Supervisor

Phone

Duties

Reason for Leaving

Employer #3

Company

Address

Dates: Start/From

Finish/To

Position

Salary

Supervisor

Phone

Duties

Reason for Leaving

EDUCATION: Please list the most recent educational experience first.

Education and training levels are relevant for employment only to the extent allowed by law.

School _____ City/State _____

Major Course/Degree _____

Years Attended _____

Did you graduate? _____

School _____ City/State _____

Major Course/Degree _____

Years Attended _____

Did you graduate? _____

School _____ City/State _____

Major Course/Degree _____

Years Attended _____

Did you graduate? _____

PERSONAL REFERENCES: Please provide three personal character references for us to contact in addition to your employment references.

REFERENCE #1

Name* _____ Relationship _____

Phone* _____ Email* _____

Address _____

eLife Statement of Ethics

Here's the deal. We only bring the best of the best on staff at eLife. Part of what makes this team great is your commitment to the high calling of your ministry --- your acknowledgement this is not "just a job." Great privilege comes with great responsibility and the ethics listed here are part of the privilege.

Every staff member must agree with the Church's Statement of Faith and the following...

- exhibits a Christ---centered, servant attitude in their responsibilities.
- agrees with our Statement of Faith and won't advocate doctrines that cause dissension.
- will assist the pastors in providing congregational care in times of need or crisis.
- will be radically committed "champions" of eLife's vision, values, and purposes and will encourage others to help implement these foundational beliefs by taking Next steps.
- is loving and mutually submissive to other Staff, Lay Leaders, the Leadership Team, and the Lead Pastor.
 - ... concerns or personal conflicts will be dealt with on a personal level with the person(s) involved, following the Matthew 18 principle.
 - ... will not communicate negative opinions about a staff person to another staff or lay person (there are obvious exceptions in the case of job reviews, performance, leadership thresholds, etc.).
 - ... will thoroughly process decisions privately (one---on---one, staff meetings, etc.) and will publicly support those decisions.
 - ... as the Lead Pastor directs the staff through the Leadership Team, all staff are for the leadership and the vision.
- will hold and live out a biblical view of marriage and sexuality; and will be "above reproach" in all areas of contact with the opposite sex by:
 - ... holding to the belief and lifestyle that marriage is a God---ordained joining of one man and one woman in a covenant relationship for a lifetime
 - ... Not supporting, or encouraging others to support, a homosexual lifestyle or any other deviant sexuality apart from God's design for one man and one woman in a marriage relationship
 - ... never meeting alone with someone of the opposite sex behind a closed door. The door must have a window or must remain open. (Obviously there are a few situations in life where this is impractical – such as at the Dr's office. The intent is not to make life difficult but to pursue purity in every way possible.)
 - ... married staff will not meet (or ride in a car) alone with someone of the opposite sex who is not their spouse in public.
 - ... single staff will not meet (or ride in car) with a married person of the opposite sex alone in public.
 - ... single staff will not spend the night with someone of the opposite sex for any reason.
- will have the highest standards of morality:
 - ... although much care will be given on a personal level to restore the individual, sexual sins (such as fornication, adultery, improper use of personal or eLife's computers for pornographic material, sleeping over, etc.) may result in immediate termination of employment depending on the position of the staff member.
 - ... other public sins (stealing, drunkenness, abuse of others, etc.) that reflect poorly on the cause of Christ and reputation of this church will be dealt with severely and may result in immediate termination of employment.
- will have the highest respect for others.
- values each other. Any jokes, nicknames, or other labels which do not cultivate a culture of honor are discouraged.

- recognizes a good attitude is invaluable to staff morale and church momentum. Staff members with consistently negative or damaging attitudes will be dealt with and may result in eventual termination of employment.
- will be the church in order to build the church by living in authentic community through Life Transformation Groups.
- acknowledges the unique pressures of public ministry on staff families and the need for family members to experience unity within the larger community of faith at eLife. To this end, staff spouses are expected to support their partner by participating in the ministries of eLife and living according to the stated ethics and conduct.
- is ethical in their conduct, carefully following all laws and regulations and have the highest standards of conduct and personal integrity. They recognize their behavior affects the church's reputation and success. By using good judgment and following high ethical principles, they will make the right decisions. However, if a staff member is not sure if an action is ethical or proper, they discuss the matter openly with his or her supervisor.
- will be cautious not to use eLife time or resources for personal gain; or to abuse the influence I have acquired through eLife for personal gain. I will speak to my LT or Supervisor if I have questions regarding a profit making activity that I am involved in.

APPLICANT STATEMENT

The information contained in this application is correct to the best of my knowledge .I hereby authorize you to contact any references or organizations listed in this application and authorize such references or organizations to release any information contained in their files or records concerning me, including opinions, that they may have regarding my character and fitness. In consideration of the receipt and evaluation of this application by eLife Church, I release eLife Church, all of its agents, and all such references and organizations from any and all liability for any damage that may result from furnishing such information to you. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by policies of eLife Church, which are adapted from time to time and to refrain from non-scriptural conduct in the performance of my services on behalf of eLife Church. I have been apprised of, understand and support eLife Church.

I understand that eLife Church desires to protect its church organization and therefore give my permission for eLife to conduct a criminal background check on me.

I understand and agree that if I am offered conditional employment with eLife Church, my appointment is for no definite period and may, regardless of the date or method of payment of my wages or salary, be terminated by either party at any time without previous notice or cause and is subject to change in wages, conditions, benefits and operating policies.

I agree that if I am employed by eLife Church, in the future a potential employer may contact eLife

Church or its representatives concerning my work record and my work performance at eLife Church. I hereby consent to and authorize persons employed by eLife Church to divulge any and all information they consider relevant to any person representing themselves to be an employer or potential employer of mine with respect to my work and/or performance of my job at eLife Church.

I agree to a medical examination or inquiry, if requested if I receive a conditional offer of employment, including the analysis for the detection of the use of illegal drugs or controlled substances. I understand that testing positive for drugs or controlled substances could prevent my employment or continued employment by eLife Church.

I understand and agree that in the performance of my duties as an employee of eLife Church, or after I leave eLife Church, that I must hold in confidence any and all information that I come in contact with regarding my employer or its business.

I understand and agree that it is critical to the mission and ministry of eLife Church that all employees conform to the highest standards of safety, interpersonal conduct, and sexual morality. I affirm that I will strictly comply with eLife Church's statement of faith, statement of ethics and all policies and procedures of eLife Church, including those concerning child safety and protection, sexual abuse and misconduct, and interpersonal relationships. I understand and agree that failure by me to abide by such policies and procedures may result in my immediate dismissal.

My responses above are true and correct. I understand and agree that any false answers or statements made by me on this application or any supplement thereto, or any false statements made to the representative(s) of eLife during the interview process will be sufficient grounds for not hiring me or immediately discharging me, no matter when discovered.

I HAVE CAREFULLY READ, UNDERSTAND AND AGREE TO THE FOREGOING "APPLICANT STATEMENT" AND FURTHER UNDERSTAND AND AGREE THAT A COPY OF THIS APPLICATION SHALL BE AS VALID AS THE ORIGINAL.

SIGNATURE OF APPLICANT

DATE