

**Living Word Lutheran Church**  
800 E Southview CT  
Marshall, MN 56258-0751  
**EMPLOYMENT APPLICATION**

\_\_\_\_\_  
Today's Date:  
  
\_\_\_\_\_  
Date of Availability

Office Use Only:
Application Received _____
Reviewed by: _____
<input type="checkbox"/> Background Check

**PERSONAL INFORMATION (Please print clearly.)**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Drivers' License Number

\_\_\_\_\_  
Issuing State

\_\_\_\_\_  
Expiration

\_\_\_\_\_  
Home Phone Number

\_\_\_\_\_  
Cell Phone Number

\_\_\_\_\_  
Email

\_\_\_\_\_  
Social Security Number

Are you legally eligible to work in the United States? \_\_\_\_\_ Yes \_\_\_\_\_ No

If asked, could you provide proof of your citizenship? \_\_\_\_\_ Yes \_\_\_\_\_ No

**PROFESSIONAL EXPERIENCE AND EMPLOYMENT HISTORY**

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, make copies of this page and follow the same format. Indicate whether the position was full-time (FT) or part-time (PT) equivalency, and include the number of years credited in that position.

_____ Employer	_____ Position		
_____ Employer Address	_____ City	_____ State	_____ Zip
_____ Supervisor's Name, Title & Position		_____ Supervisor's Phone	
_____ Number of Years FT/PT	_____ Start Date	_____ End Date	_____ Salary/Wage
_____ Reason for leaving			

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Employer

Position

Employer Address

City

State

Zip

Supervisor's Name, Title & Position

Supervisor's Phone

Number of Years FT/PT

Start Date

End Date

Salary/Wage

Reason for leaving

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Employer

Position

Employer Address

City

State

Zip

Supervisor's Name, Title & Position

Supervisor's Phone

Number of Years FT/PT

Start Date

End Date

Salary/Wage

Reason for leaving

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Living Word does not discriminate in employment on the basis of gender, race, national or ethnic origins, age, or disability; nor does Living Word discriminate in enrollment or in the provision of its programs and services on the basis of gender, race, or national or ethnic origins.

## REFERENCES

***Give three personal references who are qualified to speak to your character and Christian service. Please list you current pastor first, if possible.***

Name and how you know this person

Email

Phone

Name and how you know this person

Email

Phone

Name and how you know this person

Email

Phone

**Give three professional references who are qualified to speak to your professional training and experience. Please list your most recent supervisor first.**

Name and position	Email	Phone
Name and position	Email	Phone
Name and position	Email	Phone

**EDUCATIONAL PREPARATION**

List educational institutions attended.

Institution	Location	Degree	Major/Minor	Grad Year

Highest degree earned: \_\_\_\_\_

Number of graduate semester hours earned after highest degree: \_\_\_\_\_

**STATEMENT OF FAITH**

- We believe that the Word always has been, and that the Word is God. We believe the Word was made flesh through Jesus Christ. (John 1:1-14)*
- There is one God, but three persons: Father, Son and Holy Spirit. (2 Cor. 13:11-14)*
- As human beings we are all sinners and fall short of the glory of God. Forgiveness and salvation are gifts which we receive by faith in Jesus Christ. (Romans 3:23-24)*
- You receive the assurance of salvation in Jesus Christ when you, "Confess with your mouth Jesus is Lord, and believe in your heart that God raised Him from the dead." (Rom. 10:9)*
- In baptism God forgives sin, delivers from death and the devil, and gives everlasting salvation to all who believe what he has promised. He who believes and is baptized shall be saved. (Mark 16:16)*
- The Bible is God's inspired and authoritative word. Because God speaks to us in the reading of the Bible, Christ's disciples are called to read the Bible on a regular basis. (2 Tim. 3:16-17)*
- The Word of God is living and active, sharper than any double edged sword. (Heb. 4:12)*
- We teach "The Marks of Discipleship": daily prayer, weekly worship, Bible reading service, relationship with other believers, and faithful stewardship. (2 Tim. 4:15)*
- The church is a gift of God's grace. Believers in the church are family, brothers and sisters in Christ, who are called to encourage spiritual growth and accountability in each other. (Mark 3:33-34)*

10. *The heart of a believer desires to worship God. In our worship of God, we glorify Him through word, song, and sacraments. We come to understand our sin, our need for a savior, and our dependence on God. God uses worship to speak to us and nurture our faith. (John 4:24)*
11. *We believe that the institution of marriage is a sacred covenant designed by God as a lifelong commitment between one man and one woman. Christians are called to defend and protect God's marriage design and to minister in Christ's name to those who suffer the consequences of its brokenness. (Matthew 19:4-6)*
12. *We are God's workmanship, created in Christ Jesus to do good works, which God prepared in advance for us to do. Our faith and discipleship leads to works, not in order to earn God's acceptance, but to glorify God for the gift of salvation given by grace. We are in this world to share the good news of Jesus Christ. (James 2:14-17)*
13. *We value home and family as a place where we are nurtured and equipped in a lifestyle of faith in order to carry the message of God's love in Jesus Christ into all aspects of daily lives. (Proverbs 22:6)*

**CHRISTIAN BACKGROUND AND PERSONAL PHILOSOPHY**

Have you read the attached Statement of Faith and are you in agreement? \_\_\_\_\_ YES \_\_\_\_\_ NO

Do you believe the Bible to be the only inspired and infallible Word of God, our final authority in all matters of faith, truth, and conduct? \_\_\_\_\_ YES \_\_\_\_\_ NO

***In one or two paragraphs, describe your personal relationship with and commitment to Jesus Christ.***

***Please list any additional information on a separate sheet of paper that you would like to present regarding your candidacy for this position.***

**APPLICANT'S CERTIFICATION AND AGREEMENT**

I understand that Living Word does not discriminate in its employment practices against any person because of gender, race, national or ethnic origin, age, or disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

**Applicant's Name (Print)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_

## GENERAL BACKGROUND INFORMATION

The following information is needed for all applicants and all employees:

Other names used: \_\_\_\_\_

Answer the following questions truthfully, even if the condition was reversed or set aside. If any of the answers are marked "YES," please attach an additional sheet with a letter of explanation.

Have you ever been convicted of any misdemeanor offense(s) other than traffic violation(s)?	YES	NO
Have you ever been convicted of a DUI offense?	YES	NO
Have you ever been convicted of a felony?	YES	NO
Have you ever been convicted of a sex or drug related offense?	YES	NO
Have you ever been accused, charged, or alleged to have committed any act of neglecting, abusing or sexually molesting a child?	YES	NO
Have you ever been arrested for any offense which has not yet been resolved?	YES	NO
Are you currently under charges for a criminal offense?	YES	NO
Within the last ten years, have you been fired from a job for any reason?	YES	NO
Have you ever been professionally disciplined in any state? (Including, but not limited to annulment revocation or suspension of your teaching license or having received a letter of reprimand from an agency, board or commission of state government?)	YES	NO
Are you subject to any visa or immigration status, which would prevent lawful employment?	YES	NO

## APPLICATION PROCESS AND CHECKLIST

Please include the following items when applying for employment at Living Word Lutheran Church:

- ✓ Cover Letter
- ✓ Completed Application including references and Statement of Faith
- ✓ Resume

***Position will remain open until filled.  
Materials may be emailed or sent via USPS.***

**Employer Address:**

Living Word Lutheran Church  
Attn: Jeremy Williams  
800 E Southview Ct  
Marshall MN 56258-0751

**Email Address:**

jjwilliams2002@yahoo.com