



## APPLICATION FOR ADJUNCT FACULTY POSITION

**Important Instructions: Please download the form and complete it. To correctly save the application, select Save As and rename it using your name as the title. Please note: if you do not rename it, the information may not be saved in the application.**

**We consider applicants for all positions without regard to race, color, gender, national origin, age, disability, or veteran status.**

The school's position as a Baptist institution of higher learning requires that all who accept employment at Faith must have professed faith in Christ as Savior, are actively involved in a local church, are committed to Biblical patterns of behavior, and desire the growth of Christian convictions and maturity for the school's students. **All employees must read and agree to Faith's position statements ([faith.edu/about/what-we-believe/](http://faith.edu/about/what-we-believe/)) without mental reservations.**

### FBBC&TS MISSION STATEMENT

The mission of Faith Baptist Bible College and Theological Seminary is to equip vocational Christian workers and other servant leaders while inspiring them to take the Word to the world.

### FBBC&TS VISION STATEMENT

FBBC&TS provides a thoroughly biblical, academically excellent education, which produces God-focused, eternity-minded, servant-hearted leaders for life and ministry in churches, families, and communities around the world.

## PERSONAL

Date: \_\_\_\_\_ Position desired \_\_\_\_\_  Adjunct Faculty

First Name \_\_\_\_\_

Middle Name \_\_\_\_\_

Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Country \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Social Security Number \_\_\_\_\_ Email Address \_\_\_\_\_

Have you ever filed an application with FBBC&TS before?  Yes  No

Have you ever been employed at FBBC&TS before?  Yes  No

Are you legally eligible for employment in the United States?  Yes  No

Have you ever been convicted of a felony? (Conviction will not necessarily disqualify an applicant from employment.)

Yes  No If yes, please explain.

## HIGHER EDUCATION

Please have an official copy of your transcripts sent from each of the schools of higher education which you have attended.

COLLEGE/UNIVERSITY/SEMINARY	Major plus any Endorsement	Dates Attended	Diploma or Degree
School Name      City      State      Zip			
School Name      City      State      Zip			
School Name      City      State      Zip			
School Name      City      State      Zip			

State any foreign language you can speak, read, or write. \_\_\_\_\_

Describe your computer skills and any computer applications in which you have expertise.

\_\_\_\_\_

Describe any job-related training in the United States military.

\_\_\_\_\_

## EMPLOYMENT EXPERIENCE

For reference purposes, is your educational or employment history listed under another name?

Yes  No If so, what name?

\_\_\_\_\_

## PROFESSIONAL EMPLOYMENT

**Present or Last Employer** \_\_\_\_\_

Address \_\_\_\_\_

Telephone Numbers \_\_\_\_\_

Dates Employed \_\_\_\_\_

Job Title \_\_\_\_\_ Job Duties \_\_\_\_\_

\_\_\_\_\_

Supervisor \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact this employer?  Yes  No

**Previous Employer** \_\_\_\_\_

Address \_\_\_\_\_

Telephone Numbers \_\_\_\_\_

Dates Employed \_\_\_\_\_

Job Title \_\_\_\_\_ Job Duties \_\_\_\_\_

Supervisor \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact this employer?  Yes  No

**Previous Employer** \_\_\_\_\_

Address \_\_\_\_\_

Telephone Numbers \_\_\_\_\_

Dates Employed \_\_\_\_\_

Job Title \_\_\_\_\_ Job Duties \_\_\_\_\_

Supervisor \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact this employer?  Yes  No

**Previous Employer** \_\_\_\_\_

Address \_\_\_\_\_

Telephone Numbers \_\_\_\_\_

Dates Employed \_\_\_\_\_

Job Title \_\_\_\_\_ Job Duties \_\_\_\_\_

Supervisor \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact this employer?  Yes  No

## MINISTRY EXPERIENCE

**Employer** \_\_\_\_\_

Complete Address \_\_\_\_\_

Ministry Position \_\_\_\_\_

Dates Employed \_\_\_\_\_ Email Address \_\_\_\_\_

May we contact this employer?  Yes  No

**Employer** \_\_\_\_\_

Complete Address \_\_\_\_\_

Ministry Position \_\_\_\_\_

Dates Employed \_\_\_\_\_ Email Address \_\_\_\_\_

May we contact this employer?  Yes  No

**Employer** \_\_\_\_\_

Complete Address \_\_\_\_\_

Ministry Position \_\_\_\_\_

Dates Employed \_\_\_\_\_ Email Address \_\_\_\_\_

May we contact this employer?  Yes  No

## **CHURCH MEMBERSHIP**

Church name and address

\_\_\_\_\_

\_\_\_\_\_

Pastor \_\_\_\_\_ Email Address \_\_\_\_\_

Membership how long? \_\_\_\_\_

If you are a member less than five years, please list former church membership.

Church name and address

\_\_\_\_\_

\_\_\_\_\_

Pastor \_\_\_\_\_ Email Address \_\_\_\_\_

Membership how long? \_\_\_\_\_

## DOCTRINAL CONVICTIONS

**All employees must read and agree to Faith's position statements ([faith.edu/about/what-we-believe/](http://faith.edu/about/what-we-believe/)) without mental reservations.**

Are you in complete agreement with them?  Yes  No

If no, what areas of disagreement do you have?

Please give a brief statement of your doctrinal views, mentioning any which might be controversial.

Please give a brief account of your conversion and baptism:

## PERSONAL REFERENCES (NOT RELATIVES)

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

What makes FBBC&TS an attractive employment opportunity for you?

## APPLICANT'S STATEMENT—PLEASE READ AND SIGN BELOW

I certify that the answers I have given are true and complete to the best of my knowledge.

I consent to Faith Baptist Bible College and Theological Seminary (FBBC&TS) contacting the people I have listed as references, any of my former employers (unless otherwise noted), any educational institutions I have attended, and any organizations I have listed that might have information relevant to my application for employment.

I also consent to FBBC&TS conducting a criminal background check on me if it chooses to do so.

In compliance with the Immigration Reform and Control Act of 1986, I understand that I will be required to provide approved documentation verifying my right to work in the United States on my first day of employment.

In the event of employment, I understand that false or misleading statements given in my application or interview(s) may result in discharge. I also understand that I am required to abide by the policies, guidelines, and regulations of FBBC&TS as found in the Faculty Handbook.

I hereby understand and acknowledge that, unless defined by applicable law, any employment relationship with FBBC&TS is of an "at will" nature, which means it is further understood that the board of directors at its discretion may terminate this contract when notice of such termination is given at least thirty (30) days in advance. In the event of resignation, with thirty (30) days advance notice, the employee agrees to continue the contractual relationship until the end of the current school year, or until released by mutual agreement with the board of directors or its executive committee.

I agree to the above statements.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

Please submit your application and resume to [hr@faith.edu](mailto:hr@faith.edu).