

Personal and Professional Information Package (Information Inventory)



FLORIDA DISTRICT OF THE WESLEYAN CHURCH

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Instructions

1. Any materials submitted become property of the Florida District of the Wesleyan Church and will not be returned.
2. Please print or type.
3. Fill out inventory completely. Do not mark "See Resume."
4. Allow a minimum of three weeks to be contacted.
5. Sign and date your Information Inventory Package.
6. There will be a background and credit check done on all incoming applicants.

Part A, General Information

Attach a recent picture of less than one year of yourself and your spouse if married.

Name _____
 Address _____
 Telephone Numbers _____
 Cell _____ Home _____
 Work _____ Fax _____
 Email Address _____
 Education (check all levels that apply to you)
 High School Tech. School College Graduate
 Other _____ Other _____

Name of Educational Institution, City and State (most recent first):

<u>Name/City/State</u>	<u>Major/ Minor/ Concentration</u>	<u>Degree Earned/ Certificate</u>
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		

If more space is required, use the same format at Part G, Additional Information, Page Ten.

Part B, Employment Record

Directions: List your present or most recent employer first. Account for employment during the past ten years. If more space is required, use the same format at Part G.

May we contact your current employer? Yes _____ No _____

Employer Name _____

Address _____

Type of Business _____

Job Title _____

Description of Job _____

Start Date _____ End Date _____

Reason for leaving _____

Supervisor's Name
and Title _____

Telephone Number _____

Employer Name _____

Address _____

Type of Business _____

Job Title _____

Description of Job _____

Start Date _____ End Date _____

Reason for leaving _____

Supervisor's Name
and Title _____

Telephone Number _____

Part B, Employment Record – continued

Employer Name _____
Address _____

Type of Business _____

Job Title _____
Description of Job _____

Start Date _____ End Date _____
Reason for leaving _____
Supervisor's Name _____
and Title _____
Telephone Number _____

Employer Name _____
Address _____

Type of Business _____

Job Title _____
Description of Job _____

Start Date _____ End Date _____
Reason for leaving _____
Supervisor's Name _____
and Title _____
Telephone Number _____

If more space is required, use same format, place in Part G.

Part C, Additional Professional Information

1. Are you an ordained minister Yes _____ No _____
If yes, list denomination and date of Ordination _____

2. Are you in good standing? _____

3. Are you a member of a Wesleyan Church? _____
If not, in what church do you hold membership? _____

4. Have you ever resigned from, or been dismissed by, any ministerial position with any church or religious institution?
_____ If yes, explain fully in Part G (describe when and where each resignation or dismissal occurred, and the basis for each such case).

5. If not a Wesleyan, why have you chosen to minister in the Wesleyan Church? _____

6. Are you Married _____ Divorced _____ Widow(er) _____
If married, are you living with your spouse? _____

7. If married, list ways your spouse might contribute to compliment your ministry. _____

8. Describe the relationship which have existed between you and your local church (es) _____

9. When were you converted? _____

10. Are you sanctified? Yes _____ No _____ Explain _____

If additional space is required go to Part G.

Part C, Additional Professional Information – continued

11. When were your baptized? _____
12. Describe how you were called into the ministry _____

13. Do you feel led to any specific type of ministry at this time?

14. If you are currently unemployed, upon whom are you dependent?

15. Have you had a position where you had to plan your own time?
If yes, what position? _____

16. Are you presently or have you ever been in arrears on repayment
of any debts or obligation? _____ If so, explain _____

17. Could your financial obligations, in any way, interfere with your
influence as a minister? _____ If so, explain _____

18. Will you make every effort to assure that your influence will not
be marred nor bring reproach to the gospel, either by your personal
obligations or your lifestyle? _____

19. Are you and your spouse maintaining a life of sexual purity and
faithfulness in your marriage covenant? _____
20. Have you or your spouse ever been involved in sexual activity
with a minor? _____ If yes, explain at Part G.

Part D, Other Personal Data

1. Give names of all patriotic, civic, social, fraternal, or athletic societies to which you belong or have belonged. _____

2. Have you ever been a member of any organization commonly considered politically subversive? _____

3. Have you ever been a user of tobacco, alcohol, or other harmful drugs? _____ If so, explain how you were delivered from such uses

4. What is your attitude toward the above practices or other personal habits which are injurious physically or hurtful to one's influence?

5. Have you ever been convicted of, or pled guilty or "no contest" to, any criminal offense? _____ If yes, explain fully at Part G (identify each conviction or pleas of guilty, when and where each incident occurred, and the sentence received.)

6. Do you have any problems or issues with the Discipline of the Wesleyan Church? _____ If so, explain your problems

7. Do you believe in, and are you practicing, storehouse tithing as defined in Discipline 465? _____ If no, explain _____

Part E, References

1. Name _____

Relationship _____

Address _____

Position _____

Telephone _____

2. Name _____

Relationship _____

Address _____

Position _____

Telephone Number _____

3. Name _____

Relationship _____

Address _____

Position _____

Telephone Number _____

During the selection process, we may conduct reference checks with employers, supervisor, and references. If you do not want a certain employer, supervisor, or reference contacted initially indicate who and why? _____

Part F, Personality Profile (minister)

Name _____

Date _____

Directions. In the column below are thirty pair of words or phrases. Examples are 1 and 31, 2 and 32, 3 and 33, 4 and 34, etc. In each pair select the term that best describes you on the job. You must make a selection in each pair. Circle your answers. This profile is confidential when completed.

- | | |
|----------------------------|-------------------------|
| 1. affectionate | 31. adventurous |
| 2. steady | 32. dominant |
| 3. accurate | 33. competitive |
| 4. peaceful | 34. emotional |
| 5. systematic | 35. polished |
| 6. objective | 36. calm |
| 7. charming | 37. decisive |
| 8. loyal | 38. daring |
| 9. consistent | 39. persistent |
| 10. good listener | 40. good talker |
| 11. cautious | 41. out going |
| 12. logical | 42. gentle |
| 13. life of the party | 43. enjoys conflicts |
| 14. even tempered | 44. eager |
| 15. thorough | 45. initiative |
| 16. demonstrating patience | 46. helping people |
| 17. deep thinker | 47. optimistic |
| 18. exacting | 48. attentive |
| 19. jovial | 49. bold |
| 20. patient | 50. restless |
| 21. obliging | 51. assertive |
| 22. willing | 52. trusting |
| 23. precise | 53. flexible |
| 24. careful | 54. considerate |
| 25. companionable | 55. brave |
| 26. serene | 56. inquisitive |
| 27. disciplined | 57. forceful |
| 28. good natured | 58. spirited |
| 29. enjoys a good book | 59. enjoys conversation |
| 30. predictable | 60. perfectionist |

Part F, Personality Profile (spouse)

Name _____

Date _____

Directions. In the column below are thirty pair of words or phrases. Examples are 1 and 31, 2 and 32, 3 and 33, 4 and 34, etc. In each pair select the term that best describes you on the job. You must make a selection in each pair. Circle your answers. This profile is confidential when completed.

- | | |
|----------------------------|-------------------------|
| 1. affectionate | 31. adventurous |
| 2. steady | 32. dominant |
| 3. accurate | 33. competitive |
| 4. peaceful | 34. emotional |
| 5. systematic | 35. polished |
| 6. objective | 36. calm |
| 7. charming | 37. decisive |
| 8. loyal | 38. daring |
| 9. consistent | 39. persistent |
| 10. good listener | 40. good talker |
| 11. cautious | 41. out going |
| 12. logical | 42. gentle |
| 13. life of the party | 43. enjoys conflicts |
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| 18. exacting | 48. attentive |
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| 20. patient | 50. restless |
| 21. obliging | 51. assertive |
| 22. willing | 52. trusting |
| 23. precise | 53. flexible |
| 24. careful | 54. considerate |
| 25. companionable | 55. brave |
| 26. serene | 56. inquisitive |
| 27. disciplined | 57. forceful |
| 28. good natured | 58. spirited |
| 29. enjoys a good book | 59. enjoys conversation |
| 30. predictable | 60. perfectionist |

Part H, Christian Experiences and Application,

1. Give date, identify and describe the last time you led someone to Christ. _____

2. How would you set about discipling a new convert in a church context? _____

3. Have you participated in the Wesleyan Church's Leadership Development Journey (LDJ)? _____ **If yes, describe your involvement.** _____

4. How would you turn a plateaued or declining church around?

5. What evidence can you provide in reference to your leadership producing church growth. _____

6. What track record do the churches you previously served have paying denominational and district assessments?

Use a separate sheet of paper if necessary.

Part J, Certification and Agreement – Continued,

I also understand that an incomplete Information Inventory may delay or prevent candidating opportunities with the Florida District of the Wesleyan Church. I hereby release the Florida District of the Wesleyan Church, as well as those contracted by the District, from any liability or damage which may result from furnishing or using the information requested.

Signature

Date