****

**Vision of InterVarsity Link:**

To see students and faculty transformed, campuses renewed, and world changers developed globally

in partnership with the International Fellowship of Evangelical Students (IFES)

**Vision of the IFES:**

Students built into communities of disciples, transformed by the gospel

and impacting the university, the church and society for the glory of Christ.

# Purpose Statement of InterVarsity Christian Fellowship:

*In response to God's love, grace and truth:*

The purpose of InterVarsity Christian Fellowship/USA is

to establish and advance at colleges and universities

witnessing communities of students and faculty

who follow Jesus as Savior and Lord:

growing in love for God, God's Word,

God's people of every ethnicity and culture

and God's purposes in the world.

**Application for:**

**Ministry Staff Coordinator – Link, Associate Ministry Staff Coordinator - Link**

**Employment Position Sought:**

|  |  |  |
| --- | --- | --- |
| Ministry Staff Coordinator |  | Associate Ministry Staff Coordinator |

Date Available for employment:

**Please Complete the following three sections if you are not a current InterVarsity employee. If you are currently employed by InterVarsity Christian Fellowship, please skip to the Application Essay Questions.**

**1. Personal Information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | |  | |
| First Name | Middle Name | | Last Name | |
|  | | | | |
| Current Address | | | | |
|  | | |  |  |
| City | | | State | Zip |
|  | |  | | |
| Phone Number | | Email address | | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| Permanent Address, if different than address listed above | | | |
|  | |  |  |
| City | | State | Zip |
|  |  | | | |
| Phone Number | Email address | | | |

**2. Education**

|  |  |  |  |
| --- | --- | --- | --- |
| **School** | **Name and Location** | **Graduated** | **Course of Study, Degree Obtained** |
| **High school** |  | Yes, Year |  |
|  | No  Current |
| **College\*** |  | Yes, Year |  |
|  | No  Current |
| **Other (specify)** |  | Yes, Year |  |
|  | No  Current |
| **Other (specify)** |  | Yes, Year |  |
|  | No  Current |

\*Proof of degree (official or unofficial transcript, letter of completion, or photo of diploma) will be required.

**3. Work Experience**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1. Employer:** |  | **Dates From/To** | | **Work Performed** | |
| **Address** |  |  |  |  | |
| **Job Title** |  | **Starting/Final Pay** | |
| **Supervisor** |  |  |  | **Phone** |  |
| **Reason for Leaving** |  | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2. Employer:** |  | **Dates From/To** | | **Work Performed** | |
| **Address** |  |  |  |  | |
| **Job Title** |  | **Starting/Final Pay** | |
| **Supervisor** |  |  |  | **Phone** |  |
| **Reason for Leaving** |  | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **3. Employer:** |  | **Dates From/To** | | **Work Performed** | |
| **Address** |  |  |  |  | |
| **Job Title** |  | **Starting/Final Pay** | |
| **Supervisor** |  |  |  | **Phone** |  |
| **Reason for Leaving** |  | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **4. Employer:** |  | **Dates From/To** | | **Work Performed** | |
| **Address** |  |  |  |  | |
| **Job Title** |  | **Starting/Final Pay** | |
| **Supervisor** |  |  |  | **Phone** |  |
| **Reason for Leaving** |  | | | | |

**Application Essay Questions**

Please answer all of the following questions. The more completely you answer each question, the better we are able to see your preparedness for the position. Please return this application to the Link Staff Coordinator within the time frame that was given to you.

# 

**Cross Cultural Ministry Experience**

1. Describe your “call” to cross-cultural ministry, including people, Scripture, experiences, etc. which have influenced you.

1. Please describe your experience in cross-cultural overseas ministry. Include dates, locations, organizations, roles, and the results of your ministry.

1. Please describe your ministry experience in the region of the world you are applying to serve. Include contacts within IFES and other organizations (if you have them), experiences in partnership, and any significant relationships you have.

1. What languages do you speak and at what level of fluency?

1. What are your long-range vocational goals? How does service with InterVarsity Link help you work toward those goals?

**Spiritual Maturity and Leadership**

1. What spiritual disciplines or means do you use to cultivate your relationship with God? Please indicate what you do and how often you practice them.

1. How has the Holy Spirit’s work become evident in your:
   * 1. Prayer life?
     2. Lifestyle decisions?
     3. Personal purity?
2. How have you seen the Holy Spirit working in the lives of others through your interaction with them?

1. What church do you attend? 
   * 1. How long?
     2. Are you a member?  If not, why not?
     3. Are you licensed?  Ordained?  If so, by whom?
2. How are you contributing to your church’s ministry?

1. What training have you received in discipleship, spiritual formation, spiritual direction, mentoring or counseling? How have you used the training in ministry over the last 5 years?

1. What experience have you had supervising others and/or providing pastoral care?

**Relating to Others**

1. What does team look like to you? Describe your current team situation and relationships. Also describe the type of team you desire to work on.

1. Do you have any experience with conflict/conflict resolution in a cross-cultural setting?  Please describe a situation you experienced, what you learned about yourself and your conflict style, and how that conflict was resolved.

**Fund-Raising**

1. Have you raised funds before? If so, explain for what, how much, and the methods you used. What is your current fund-raising goal?

1. What experiences have you had coaching and encouraging other staff in fund-raising?

**REFERENCES**

Please list the name, telephone number and e-mail address for each of your references below. Please have your references use the forms provided.

1. InterVarsity Staff Member (or if you have no InterVarsity background, another ministry professional who knows you well)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME |  | | | |
| PHONE NUMBER | |  | EMAIL ADDRESS |  |
|  | | | | |

2. Person influenced by applicant’s leadership

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME |  | | | |
| PHONE NUMBER | |  | EMAIL ADDRESS |  |
|  | | | | |

3. Pastor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME |  | | | |
| PHONE NUMBER | |  | EMAIL ADDRESS |  |
|  | | | | |

Please list other InterVarsity staff members or ministry professionals you know who could provide information regarding your fitness for this role (optional):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME |  | | | |
| PHONE NUMBER | |  | EMAIL ADDRESS |  |
|  | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME |  | | | |
| PHONE NUMBER | |  | EMAIL ADDRESS |  |
|  | | | | |

**CONSENT AND RELEASE**

**Employees & Volunteers**

**IMPORTANT**

**PLEASE READ CAREFULLY BEFORE SIGNING**

By my signature below, I:

**Consent to:**

InterVarsity following up on statements contained in this application and contacting my present employer,\* past employers, listed references and other persons in order to obtain from them information relating to my activities and qualifications. This information may include, but is not limited to, achievement, performance, attendance, personal history, and disciplinary information.

Any person, school, present employer, past employer, or organization providing InterVarsity with relevant information and comments that may be helpful to InterVarsity in evaluating this application.

*If you do NOT want your present employer contacted in the initial stages of application, check here:* **.**

**Release:**

My present and former employers, references, organizations, and other persons from any legal liability in making responses to InterVarsity as a result of this application. I understand this supersedes any agreement I may have made with a current or former employer or reference to the contrary. I further release all individuals and organizations, including records custodians, from all liability for damages that may result to me on account of compliance or attempts to comply with this authorization.

**Understand:**

That InterVarsity Christian Fellowship is an equal-opportunity employer and does not discriminate on the basis of any protected classification (race, gender, national origin, citizenship, age, marital status, disability).

That any offer I may receive for a position with InterVarsity (paid or volunteer, temporary or ongoing) is conditional on the completion and review of a background check. Acceptance, retention or review of a pre-employment background check by InterVarsity does not guarantee that I will be offered a job.

**Agree to:**

Furnish the following background information:

(If you live in a state whose law exempts you from answering any of questions 1 through 4 below, you need not answer such question(s).)

**Yes No**

1. Have you ever been reported to a social services agency, law enforcement authority, child abuse registry or similar organization regarding abuse or misconduct involving children? If so, please provide a description of the circumstances and the name and address of the entity receiving the report.

2. Have you ever been subjected to expulsion, reprimand or other discipline by a church, denomination or other religious organization, including InterVarsity? If so, please describe the circumstances and provide the name and address of the church, denomination or religious organization involved.

3. Have you ever been dismissed from employment by any employer, including InterVarsity and/or other charitable and religious organizations, following an allegation of sexual misconduct or other immoral or inappropriate behavior or conduct? If so, please describe the circumstances and provide the name and address of the employer.

4. Have you ever been the subject of an investigation or allegation of sexual misconduct, sexual harassment or other immoral behavior or conduct involving adults or children? If so, please describe the circumstances and provide the name and address of the employer, educational institution, church or other organization where the investigation, review or complaint occurred.

If you checked “yes” to any question above, please provide a complete explanation of the circumstances. If you feel there are any extenuating circumstances, such as your age at the time, please so state. In order to provide a full explanation of an affirmative response, you may attach additional pages to this questionnaire. InterVarsity will evaluate what you have written and may ask you to provide additional information. If you are given an offer of employment, your employment will be dependent upon completion of a successful background check.

**INTERVARSITY CHRISTIAN FELLOWSHIP/USA**

**Statement of Agreement**

**PURPOSE STATEMENT**

*In response to God’s love, grace and truth:*

The purpose of InterVarsity Christian Fellowship/USA is

to establish and advance at colleges and universities

witnessing communities of students and faculty

who follow Jesus as Savior and Lord:

growing in love for God,

God’s Word,

God’s people of every ethnicity and culture

and God’s purposes in the world.

**DOCTRINAL BASIS**

We believe in:

The only true God, the almighty Creator of all things,

existing eternally in three persons—

Father, Son, and Holy Spirit—full of love and glory.

The unique divine inspiration,

entire trustworthiness

and authority of the Bible.

The value and dignity of all people:

created in God's image to live in love and holiness,

but alienated from God and each other because of our sin and guilt,

and justly subject to God’s wrath.

Jesus Christ, fully human and fully divine,

who lived as a perfect example,

who assumed the judgment due sinners by dying in our place,

and who was bodily raised from the dead and ascended as Savior and Lord.

Justification by God's grace to all who repent

and put their faith in Jesus Christ alone for salvation.

The indwelling presence and transforming power of the Holy Spirit,

who gives to all believers a new life and a new calling to obedient service.

The unity of all believers in Jesus Christ,

manifest in worshipping and witnessing churches

making disciples throughout the world.

The victorious reign and future personal return of Jesus Christ,

who will judge all people with justice and mercy,

giving over the unrepentant to eternal condemnation

but receiving the redeemed into eternal life.

To God be glory forever.

**INTERNATIONAL FELLOWSHIP OF EVANGELICAL STUDENTS**

InterVarsity Christian Fellowship/USA is a member movement of the International Fellowship of Evangelical Students (IFES), and thereby subscribes wholeheartedly to the statement listed below. It is a further elaboration of InterVarsity’s commitment to evangelical theology and evangelical student movements around the world.

**IFES DOCTRINAL BASIS**

The Doctrinal Basis of the IFES affirms the fundamental truth of Christianity including:

The unity of the Father, Son and Holy Spirit in the Godhead.

The sovereignty of God in creation, revelation, redemption and final judgment.

The divine inspiration and entire trustworthiness of Holy Scripture as originally given, and its supreme authority in all matters of faith and conduct.

The universal sinfulness and guilt of all men since the fall, rendering them subject to God’s wrath and condemnation.

Redemption from the guilt, penalty, dominion and pollution of sin, solely through the sacrificial death (as our Representative and Substitute) of the Lord Jesus Christ, the incarnate Son of God.

The bodily resurrection of the Lord Jesus Christ from the dead and His ascension to the right hand of God the Father.

The presence and power of the Holy Spirit in the work of regeneration.

The justification of the sinner by the grace of God through faith alone.

The indwelling and work of the Holy Spirit in the believer.

The one Holy Universal Church which is the Body of Christ and to which all true believers belong.

The expectation of the personal return of the Lord Jesus Christ.

|  |
| --- |
| **I certify that the information contained in this application is true and complete to the best of my knowledge, and I understand that, if employed, any falsified statements on this application may be grounds for dismissal.**  **I authorize InterVarsity Christian Fellowship to investigate all information provided and statements made on this application, in my submitted résumé(s), and in any interview in which I may participate.**  **If appointed to a position with InterVarsity, I affirm and will adhere to the Doctrinal Basis and Purpose of InterVarsity Christian Fellowship/USA, and I agree to accept the responsibility to raise the financial budget required by my supervisor.**  **I understand that this application does not constitute an offer of employment and that it does not create, nor is it intended to create, a contract of employment.**  **I understand that employment with InterVarsity is on an “at will” basis, which means that employment with InterVarsity can be terminated at any time, by the employer or by me, with or without prior notice, warning, or disciplinary action, and for any or no reason, with or without cause.**  **I have read, understand, and consent by my signature to these statements.** |

|  |  |  |  |
| --- | --- | --- | --- |
| **SIGNATURE** |  | **DATE** |  |
|  | \*electronic signature: typed full name followed by zip code | | |
|  | | | |