

**High School Lead Associate
Ministry Application**
First Evangelical Free Church of Fullerton
2801 North Brea Boulevard
Fullerton, California 92835
High School Department: (714) 257-4361

GENERAL OVERVIEW OF POSITION

Accountable to: Scott Williams, High School Pastor
Accountable for: Discipleship of volunteer leaders and high school students.
You will then lead and minister to this same class and its' leaders through their completion of high school.

Personal Qualifications:

1. Committed to a personal growing relationship with Christ (Bible study, prayer, worship, and the sharing of your faith).
2. A life demonstrating the qualities in 1 Timothy 3:1–10.
3. Committed to the church as a whole.
4. A church member of FEFC, or willing to pursue membership of FEFC.

Relational Qualities Required:

1. Create a relational environment that provides for:
 - a. Openness
 - b. Encouragement
 - c. Approachability
 - d. Personal accountability
2. Make regular contact with the core group leaders in your class both inside and outside of the high school program (ie. phone calls, letters, lunches, and activities).
3. Work to achieve unity and a team philosophy of ministry.
4. Available to the needs of the gals and guys on the staff.

Program:

1. Recruit new staff members to disciple the new class of high school students (20-plus leaders are needed).
2. Work with High School Pastor in the oversight of the Sunday morning curriculum.
3. Assist with program responsibilities.
4. Assist with staff training and meetings.
5. Meet weekly with High School Pastor to pray, plan, evaluate, and laugh.

Retreats and Other Activities:

1. Plan and oversee class retreats.
2. Assist in the coordinating of high school monthly activities.
3. Help plan and participate in staff retreats.

Length of Commitment:

This is a four year commitment, beginning May 1, and ending June 13 of the fourth year of service; 40 hours per week.

**Character Qualities Necessary for
a High School Lead Associate**

1. Salvation and an exemplary Christian life

The High School Lead Associate needs to be a model for the students and staff. Therefore, he/she should be able to say with Paul, “Follow my example as I follow the example of Christ.” 1 Cor. 11:1. The Lead Associate needs to be an example of maturity and purity in all areas, including but not limited to music, movies, and dress.

2. Reliability (Luke 16:10–11)

The Lead Associate needs to be faithful, dependable, and consistent in his/her work. Inconsistency will tarnish even the greatest qualities of a Lead Associate.

3. A real love for youth

Not only must he/she have this love, but the ability to display this love in action must be developed.

4. A realization of the importance of this time in life

There is not a time in life when a person is more moldable, open, and impressionable than the high school thru college years. It is during this time that one forms the basic beliefs that will carry him/her through life.

5. A good self-image

He/she should be self-assured and like himself/herself as a person. Kids are struggling to gain this image in their own lives and need an example.

6. A commitment to God

The Lead Associate must be spending time with God on a regular basis. This is the source of strength and the resource necessary in leading and counseling. We ask this commitment of students, therefore leaders must be an example.

7. A commitment to the church

He/she must display his commitment to the total program of the church, as well as that of the youth program.

8. A servant’s heart

A heart that seeks not for glory or recognition, but instead seeks for God and God’s best for others.
Romans 12:10–11, Matthew 20, 25, 28

9. Teachability

He/she needs to have a willingness to continue learning from the Word, and also learn how to pass it on to others. Also necessary is the desire to become a better high school minister.

10. A strong commitment to family

There are so many families falling apart today; young people need to see adults committed to their spouse and children in a biblical fashion.

Application Information and Questions

Please take your time and fill this application out thoughtfully, carefully, and prayerfully. We take this ministry very seriously. Therefore, we take you very seriously. Please read through this application, pray, and then complete it. All contents of this application will be held confidential. When completed, please submit pages 3 through 9, and pages 16 and 17, to the High School Ministry Department. There are three two-page reference forms (pages 10-15) included in this application, please have them filled out by your three reference sources (see page 6 for more information on references). Application may be turned directly in to the youth office or mailed as follows:

Attn: High School Ministries
First Evangelical Free Church
2801 North Brea Boulevard
Fullerton, California 92835

If you have questions please contact:

High School Secretary (714) 257-4361
Scott Williams, High School Pastor, (714) 257-4361
scott.williams@evfreefullerton.com

General Information

Full name: _____ Date: _____

Address: _____

_____ Street Address

_____ City State Zip

Drivers license: _____

_____ Number State Expiration date

Birthdate (mm/dd/yyyy): _____ Email address: _____

Home phone: (____) _____ Work phone: (____) _____

Current occupation: _____ Employer: _____

Education Completed: High School College Graduate School Other: _____

1. Do you regularly attend EV Free? _____ Which services? _____

If no, where do you attend worship? _____

What ministries and programs are you involved in? _____

2. Do you agree entirely with our church's doctrinal statement and beliefs?

Please read the Statement of Faith (page 16) of our church carefully on the preceding page before

answering this question. Yes No If not, which statements and/or beliefs do you disagree with?

3. What other churches have you previously attended? _____

Application Information and Questions, Continued

4. When and how did you become a Christian? Please give your complete testimony on a separate sheet of paper.
5. What previous youth ministry experience do you have? Please list the ministries where you have served and give an explanation of your ministry there, including a contact person for each. _____

6. Give two reasons why you want to be involved in discipling high school students:

1. _____

2. _____

7. What fears do you have about being a high school lead associate?

8. We believe that you can only take teenagers as far as you are yourself, spiritually. There is nothing more important you have to offer your students than a growing, vital relationship with Jesus Christ. In your opinion, what specifically characterizes a person who is walking closely with God?

What specifically characterizes *your* walk with God? _____

Application Information and Questions, Continued

9. What part of your walk with Christ do you struggle with the most, and how do you think this will affect your ministry with students? _____

10. List three people, event(s), or experiences that have significantly impacted your life for Christ.

- 1. _____
- 2. _____
- 3. _____

11. What would you consider to be your spiritual gifts?

12. What would you consider to be your strengths (both personal and in ministry)?

13. What would you consider to be your weaknesses (both personal and in ministry)?

14. Choose five words that you would use to describe yourself.

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Application Information and Questions, Continued

15. What kinds of things do you like to do for fun (hobbies, leisure time, etc.)?

16. Please give three personal references & one pastoral reference if possible. Do not include immediate family. There are three reference forms and return envelopes included with this application. Please give each of your references a form to fill out and an envelope for mailing it FEFC.

Reference #1:

Name: _____

Day phone: _____

Relationship: _____

Evening phone: _____

Reference #2:

Name: _____

Day phone: _____

Relationship: _____

Evening phone: _____

Reference #3:

Name: _____

Day phone: _____

Relationship: _____

Evening phone: _____

If you have any questions about any part of this application, please circle your concerns so that we may discuss them in your interview. Thank you for taking time to prayerfully consider your involvement with the High School Ministry.

I agree that all of the questions contained in this application were answered honestly and truthfully to the best of my knowledge.

Applicant's signature

Date

Guidelines Agreement

We believe strongly in “relational ministry”, growing teenagers in Christ through personal relationships and caring through cards, phone calls, and spending time together outside of Wednesday evening and Sunday morning programs.

1. These are expectations we have as you disciple students. Will your schedule allow you to meet these expectations? Yes No
2. Do you see any changes in your schedule in the future? Yes No
3. Our church requires that core group leaders be willing to pursue church membership. Are you currently a member of FEFC? _____ If not, are you willing to pursue membership? _____
4. How many times in the last three years have you been cited for a moving traffic violation(s)? _____
Please explain each instance briefly:

5. Please put a check mark next to the following that you have had any prior involvement in, experience with, or allegations of, in your life:

- Divorce Parents are divorced You have been divorced.
- Alcohol use
- Drug use
- Tobacco use
- Homosexuality
- Premarital sex
- Victim of abuse Physical abuse Emotional abuse
- Sexual abuse (have you ever had a sexual experience as a juvenile with an older person?)
- Have you ever touched a child inappropriately (sexually or physically)?
- Pornography or unhealthy fantasizing (video, internet, magazines, phone lines)
- Cultism or witchcraft
- Have you ever been arrested? If so, please explain the circumstances.

Do you have additional comments you would like to add about any of the above?

Guidelines Agreement

6. Much of what the apostles learned from Jesus probably came through their observations of what He did say **and** what he did not say, what He did **and** what He did not do. High School students are very observant, and much of our ministry is unspoken. We are role models for our students, and they tend to believe that what we do and say is what they should do and say. Although these expectations require high standards, we have an obligation as leaders to live godly lives, and be “above reproach.”

The following areas are of particular interest to us, and you need to keep careful watch over them. The following is a ministry code of ethics that we would ask you to abide by. Violation of any of the following could possibly result in your removal from ministry. Please initial the following, if you agree to live by these standards in ministering to high school students.

1. _____ I will be committed to a vital, daily relationship with Jesus Christ.
2. _____ I will attend Wednesday night and Sunday mornings.
3. _____ I am aware that core group leader staff meetings are mandatory.
4. _____ I will let my Pastor know in advance, if I am unable to attend any meeting or activity.
5. _____ I am aware of the same-sex ministry rule, which includes not driving home members of the opposite sex unless another adult of the same sex as the student is in the car as well.
6. _____ I will not initiate hugs with members of the opposite sex. Side hugs are acceptable.
7. _____ I will not be involved in drug, alcohol, or tobacco use.
8. _____ I will not be involved in dating non-Christians.
9. _____ I will not date high school students.
10. _____ I will not be involved in adultery, fornication, or homosexual activity.
11. _____ I am not practicing any behavior that could become habitual and compulsive, such as gambling, pornography, eating disorders, masturbation.

7. In an effort to maintain a healthy and effective relational ministry and with a desire to keep core group leaders above reproach, it is necessary to establish certain ministry guidelines. Please initial the following, if you agree to live by these standards in ministering to high school students.

1. _____ The Lead Associates is to maintain a healthy ministry to the students of the same sex while being appropriately cordial and encouraging of the opposite sex.
2. _____ The Lead Associate is to be an effective minister and is to carry on a relationally-based ministry which will from time to time require one-on-one counseling with a student. This is always to be done in an appropriate setting that is not isolated.
3. _____ The Lead Associates is not to have overnights with one student only, but always in a group setting of two or more.
4. _____ Lead Associate conduct should always be decent and within the bounds of appropriateness. (If a Lead Associate has questions regarding what would be appropriate behavior with a student, he or she should go directly to the high school pastor.)

Guidelines Agreement Signature

I agree that all of the questions contained in this application were answered honestly and truthfully to the best of my knowledge and all points acknowledged with my initials were done so with the full intent of abiding by these guidelines.

I, the undersigned, understand and will support the guidelines stated in this application for the integrity of the ministry and the name of Christ and this local church.

Note: Your signature on this form also confirms your understanding and agreement that:

1. In the event allegations of criminal or sexual misconduct arise regarding your conduct, the church will fully cooperate with any ensuing investigation and/or prosecution.
2. The church will have the right to announce the facts/results of same publicly if deemed necessary or appropriate by the church leadership.

_____ Date _____
Applying Lead Associate

_____ Date _____
High School Pastor

(High School Pastor will sign at interview)

If you have any questions about any part of this application, please circle them so that we may discuss them in your interview. Thank you for taking the time to prayerfully consider your involvement with High School Ministries.

**High School Ministries
of the First Evangelical Free Church of Fullerton
Lead Associate Reference Form**

_____ is applying for the position of Lead Associate with the High School Ministry of the First Evangelical Free Church of Fullerton. He/she has given your name as a personal reference. The person in this staff position will be in close contact with students and we want to ensure that these relationships will be healthy ones. Please complete this form and use the corresponding envelope to mail it us. Your response will remain confidential. You may write on the back if more space is needed.

1. How long have you known the applicant? _____
2. Describe your relationship with the applicant:

Please use the following scale to respond to questions #3 through #8.

1 = Low 2 = Below average 3 = Average 4 = Very good 5 = Excellent

How would you rate his/her ability in the following areas? Please explain each answer.

3. Involvement in peer relationships? Rating: _____ Explanation: _____

4. Emotional maturity? Rating: _____ Explanation: _____

5. Spiritual maturity? Rating: _____ Explanation: _____

6. Following through with commitments? Rating: _____ Explanation: _____

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Please continue to use the following scale to respond to questions #7 and #8.

1 = Low 2 = Below average 3 = Average 4 = Very good 5 = Excellent

7. Ability to relate to students? Rating: _____ Explanation: _____

8. Resolving conflict? Rating: _____ Explanation: _____

9. What do you believe to be the applicant's greatest strengths? _____

10. Do you have concerns regarding this person working with high school students? If so, please explain.

Thank you for taking the time to fill out this reference form. If you have any questions regarding this reference, please contact the High School Ministries.

Your name: _____ Date: _____

Phone #: _____

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High School Ministries Secretary

STATEMENT OF FAITH

First Evangelical Free Church of Fullerton, California

As members of this church, we believe in the following statement of faith:

- A. The Scriptures, both Old and New Testaments, are the inspired Word of God without error in the original writings, the complete revelation of His will for the salvation of men, and the divine and final authority for all Christian faith and life.
- B. There is one God, Creator of all things, infinitely perfect and eternally existing in three persons: Father, Son and Holy Spirit.
- C. Jesus Christ is true God and true man, having been conceived of the Holy Spirit and born of the virgin Mary. He died on the cross as a sacrifice for our sins according to the Scriptures. Further, He arose bodily from the dead, ascended into heaven, where, at the right hand of the Majesty on High, He is now our High Priest and Advocate.
- D. The ministry of the Holy Spirit is to glorify the Lord Jesus Christ and, during this age, to convince men of sin; regenerate the believing sinner; indwell, guide, instruct and empower the believer for godly living and service.
- E. Man was created in the image of God but fell into sin and is therefore lost, and only through regeneration by the Holy Spirit can salvation and spiritual life be obtained.
- F. The shed blood of Jesus Christ and His resurrection provide the only ground for the justification and salvation for all who believe, and only such as receive Jesus Christ by faith are born of the Holy Spirit and thus become the children of God.
- G. The personal, premillennial and imminent return of our Lord Jesus Christ is our “blessed hope” and has a vital bearing on the personal life and service of the believer.
- H. There will be a bodily resurrection of all the dead, of the believer to everlasting blessedness and joy with the Lord, and of the unbeliever to judgment and everlasting, conscious punishment.
- I. The true church is composed of all such persons, who, through saving faith in Jesus Christ, have been regenerated by the Holy Spirit and are united together in the body of Christ of which He is the Head.
- J. Water baptism by immersion soon after accepting Christ as personal Savior is a testimony of death to sin and resurrection to a new life, and the Lord’s Supper is a memorial service, setting forth in sacred and symbolic manner the death of the Lord Jesus Christ; all true believers and only believers should share in it.

I certify that I am in agreement with the doctrinal statement.

If there are any qualifications, please check here and explain below or on an attached sheet.

Print & Signature of Applicant: _____ Date: _____

First Evangelical Free Church of Fullerton

Departmental Assignment: _____ Date: _____
Name _____ Home #(____) _____ Work #(____) _____
Street _____ City _____ Zip _____ Cell #(____) _____
Sex _____ Date of Birth _____ Email _____ Marital Status _____
Spouse's Name _____ # of Children _____ Ages _____

1. How long have you attended EV Free Fullerton? _____ Are you a member of EV Free Fullerton? _____
Do you agree entirely with our church's doctrinal statement and beliefs? (See attached copy) _____ If not,
which statement(s) and/or beliefs do you disagree with? _____

2. How and when did you become a Christian? _____

3. Other churches/ministries, adult fellowships, and Sunday School classes are you/were involved with?
Contact person? _____

4. Have you taken the Gift Shop Class? _____ Ministry Interests _____

5. Have you ever been abused or neglected? No Yes Yes, but I would prefer to discuss this privately.

6. Have you ever been convicted of physical or sexual abuse with children? No Yes

7. Have you ever been convicted of any compulsive sexual behavior? No Yes

8. Have you ever been convicted of possession/sale of controlled substances
or of driving under the influence of alcohol? No Yes

9. Have you ever been convicted of child pornography, domestic violence or
any other crime against a person? No Yes

10. Is there any other information that would call into question your ability to
work with children or adolescents? No Yes

11. Please list two people who have known you for five years and who we can contact as your personal references.
No immediate family and one pastoral reference.

- 1) Name _____ Day/Cell Phone _____
Relationship _____ Evening Phone _____
- 2) Name _____ Day/Cell Phone _____
Relationship _____ Evening Phone _____

Your signature on this form also confirms your understanding and agreement that:

- 1. I have answered all of the questions contained in the application honestly and truthfully.
- 2. I understand and will support the guidelines stated in the departmental attachment for the integrity of the ministry and the name of Christ and the First Evangelical Free Church of Fullerton.
- 3. In the event allegations of criminal or sexual misconduct arise regarding my conduct, I understand the church will fully cooperate with any ensuing investigation and/or prosecution.
- 4. I understand and agree that the church will have the right to announce the facts/results of same publicly if deemed necessary or appropriate by the church leadership.

Print Name _____ Signature _____ Date _____

Attachments: Program Letter Statement of Faith Term of Service Volunteer Personnel Card Waiver/Release