



Mission Data International

Executive Director Application

You are applying for a position that normally requires raising support: Like other mission organizations, most of our staff raise support for their work with the ministry. This application is for a position that requires support raising. Supported staff represent the organization publicly and in churches. A supported staff's family members are also often involved in representing the organization. The questions on this application have this in view. If you have any questions about being a supported staff member please let us know. M-DAT provides support raising training.

Instructions: Please print all information requested except signature. Complete all items to the best of your ability. When an item does not apply to you, put N/A in the appropriate space.

Date: _____

Name: _____
Last First Middle Initial

Present Address: _____
Number Street City State Zip

Permanent Address: _____
Number Street City State Zip

Telephone () _____ Social Security No. ____ - ____ - _____

E-mail Address: _____

Family Information

Single: _____

Engaged: _____ If so, when do you expect to marry? _____ Fiancé's name: _____

Married: _____

Marriage date: _____ Spouse's name: _____

Have you ever been divorced, separated, or had an annulment of marriage? _____

Number of times married: _____

Please list your children and/or dependents:

Name Relationship Birth date Dependent (yes/no)



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Christian Life Information

Name of church you currently attend: _____

Denomination/Affiliation: _____

Pastor's Name: _____ How long have you attended? _____

Address: _____

City, State, Zip: _____ Phone/fax: _____

How have you been involved in the ministries of your church? _____

How have you been involved in previous churches you attended? _____

Please answer the following questions on a separate page:

- How did you come to know Jesus Christ personally and how would you describe your daily walk with Him?
- What draws you to be involved in missions and mission mobilization?
- In what ways have you been involved in helping people become more involved in missions?
- Describe your missions experience: going, welcoming, sending, mobilizing.
- Share your speaking experiences where you have spoken about missions:
- What experience have you had raising support?
- What experience have you had working with grants and foundations?
- Describe your experience working with the design or programming of websites?
- What have you done with blogs?
- To what degree do you use Facebook, Twitter and other social media?
- What are your areas of strength?



Educational Background

For each, please list: school name, mailing address, number of years completed, and major/degree.

High School

College

Bus. Or Trade School

Professional School

Additional Personal Information

A. Are you in the military reserves? _____ If so, what is the extent of your involvement?

B. Do you now use tobacco products? _____

C. Do you now drink alcoholic beverages? _____ If so, how frequently? _____

D. Have you used any narcotics, hallucinogens, or drugs not prescribed by a physician in the past 10 years? _____

E. Are you willing to give up any social habits that might lessen your effectiveness as a staff member?

Have you ever been convicted of a crime? Yes No

If yes, explain the number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

Conviction of a crime does not constitute an automatic bar to employment. Factors such as age at the time of offense, seriousness and nature of the offense, rehabilitation and position applied for will be taken into account.



Mission Data International (M-DAT) is a Christian non-profit organization devoted to furthering the gospel of Jesus Christ. As an employee of M-DAT you would be working in a Christian environment and at times would be expected to lead in prayer times and Bible study. Positions that promote and direct the vision and mission of the organization internally or publicly, require agreement with M-DAT's statement of faith and a profession of personal faith in Jesus Christ. Attached you will find a copy of our statement of faith.

Are you in agreement with Mission Data International's statement of faith? Yes No

Ministry Interests and Skills

Why would you like to work at M-DAT?

Why are you considering leaving your present position?

What experience or skills do you have that relate to the position you are applying for?

Personal References

Please list four references we may contact in the categories listed below.

- **Pastoral Staff Member (at your current church)**

Name: _____ Phone (Day): _____ cell

Email: _____ Phone (Evening): _____ cell

Address: _____

Number of Years Known: _____



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• **Co-worker or Former Employer**

Name: _____ Phone (Day): _____ cell

Email: _____ Phone (Evening): _____ cell

Address: _____

Number of Years Known: _____

• **Co-worker in Previous Ministry**

Name: _____ Phone (Day): _____ cell

Email: _____ Phone (Evening): _____ cell

Address: _____

Number of Years Known: _____

• **Long-time Friend**

Name: _____ Phone (Day): _____ cell

Email: _____ Phone (Evening): _____ cell

Address: _____

Number of Years Known: _____

Employment History

Please attach a sheet with a list of your work experience for the past *seven* years beginning with your most recently held position.

For each job, list:

- Employer name, address, and phone number
- Position title
- Supervisor
- Employment dates
- Pay or salary
- Reason for leaving (be specific)
- Positions held & duties performed

May we contact your present employer? Yes No

Did you complete this application yourself? Yes No

If not, who did? _____



APPLICATION FORM AGREEMENT AND RELEASE OF INFORMATION

In exchange for the consideration of my application by Mission Data International (hereinafter called "the Company"), I agree that:

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of the facts called for is cause for dismissal at any time without any previous notice. I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contact.

I understand that, in connection with the routine processing of this employment application, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I understand that I will be required to furnish proof of identity and legal work authorization prior to hire.

I further understand that my employment with the Company shall be "at-will" and could be terminated at any time by either party, with or without cause and with or without notice.

Signature of applicant _____ **Date** _____

All of the information you have provided will be kept strictly confidential.

Thank you for completing this application form.
We appreciate your interest in working for Mission Data International.

You can send us the completed application to one of the following:

Mission Data International
P.O. Box 725
Siloam Springs, AR 72761

Fax: 610.466.8857 Email: hr@mdat.org