

The Capital Church Children's Ministry

1308 Highway 70, Garner, North Carolina 27529
Phone: 919-772-5919 | Fax: 919-772-5120 | Website: thecapitalchurch.org



Thank you very much for your interest in the Capital Church Children's Ministry. For the protection of our children, volunteers and the church, we require background checks for anyone age 18 and over who wish to assist in any area of the Children's Ministry.

Because we understand your personal information is very precious, we have strict guidelines in place to insure your privacy. Therefore, please **DO NOT** write your social security or drivers license number on any form other than the VOLUNTEER AUTHORIZATION FOR RELEASE of BACKGROUND INFORMATION form.

After you have completely filled in this form, please place it in a sealed envelope marked "Pastor Jay Ellenburg - CONFIDENTIAL" and return it personally to Pastor Luke Jenkins or Pastor Jay Ellenburg. We cannot be responsible if this form is given to anyone else. Pastor Jay Ellenburg is the Administrator for all background checks and as such is the only person with access to your personal information. All results are returned to him and he gives the final approval for all volunteers.

Thank you again for your desire to serve children
The Capital Church

The Capital Church
1308 Highway 70 West, Garner, North Carolina 27529

Qualifications for Children’s Ministry Workers

Please read and sign below.

Christians who are in places of responsibility in the church are required to be examples in faith, conduct, and business affairs. To maintain a high standard for workers is one of the best ways to present Christ to the people of our community. Therefore, the following guidelines will be required of any person who works with children at the Capital Church.

1. Be committed to Christ and faithfully serve Him through obedience to His word.
2. Be loyal to the pastoral staff and children’s ministry director of the Capital Church.
3. Be faithful to regular church services (at least 1 per week).
4. Be able to make a minimum six-month commitment.
5. Give thirty day notice when resigning position.
6. Be at your assigned position 15 minutes before starting time.
7. Give at least three days notice if you know you will be absent.
8. Be prepared for your class and neat in your appearance.
9. Complete a Children’s worker application.
10. Take advantage of training materials provided and attend worker’s meetings and workshops.

I have read the above qualifications and pledge to keep them to the very best of my ability. I clearly understand that failure to keep any of the above qualifications is grounds for dismissal.

Signature

Date

The Capital Church
1308 Highway 70 West, Garner, North Carolina 27529

CONFIDENTIAL

Children's Ministry Worker Application

This application is to be completed by all applicants for any position involving the supervision or custody of minors at the Capital Church. It is being used to help the church assure a safe and secure environment for children who participate in our ministries and use our facilities.

Date: _____
Last Name: _____ First Name: _____ Middle Initial: _____
Address: _____
City: _____ State: _____ Zip: _____
Home Phone: _____ Cell Phone: _____
Email: _____

Complete this section if you are married.

Spouse's name: _____ Wedding Anniversary Date: _____
Will your spouse be involved in children's ministry? _____ Maiden Name: _____

Alias (or other names you've gone by): _____
Present employer: _____
Can we call you at work? _____ If yes, work phone: _____
Are you a member of the Capital Church? _____ How long have you attended? _____
Have you committed your life to Christ? _____ Where? _____ Year? _____
Have you been baptized in water? _____ If yes, where? _____
Do you tithe on a regular basis to Capital Church? _____

Do you believe:

Yes	No	
___	___	In the virgin birth and deity of our Lord, Jesus Christ?
___	___	That Jesus is God's Son and the only sacrifice for sin?
___	___	That man must be born again to receive eternal life?
___	___	In eternal reward of the believer (Heaven)?
___	___	In the eternal damnation for the lost (Hell)?
___	___	In the absolute authority of Scripture?
___	___	That Jesus arose bodily from the dead?
___	___	In the infilling and enabling of the Holy Spirit?

List names and addresses of other churches you have attended regularly during the past five years:

List any gifts, callings, training, education, or other factors that could be beneficial to serving in children's ministry:

Have you ever lead a child to Christ? _____

Have you ever been involved in children's ministry before? _____

If yes, in what areas? _____

Do you have any physical handicaps or conditions preventing you from performing certain types of activities relating to children's ministry? ___Yes ___No

If yes, please explain: _____

Have you been accused of and/or convicted of child abuse or a crime involving actual or attempted sexual molestation of a minor? ___Yes ___No

If yes, please explain: _____

Have you been involved in homosexual activity within the last five years? ___Yes ___No

Do you presently have any communicable diseases (including HIV or AIDS)? ___Yes ___No

If yes, please explain: _____

Do you smoke? _____ Drink? _____ Use illegal drugs? _____

Personal References (Not employees or relatives)

Name: _____

Address: _____

Phone: _____

Name: _____

Address: _____

Phone: _____

Applicant's Statement

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information they may have regarding my character and fitness for children's ministry. I release all such references from liability for any damage that may result from furnishing such evaluations to you and I waive my right to inspect the references provided on my behalf.

Should my application be approved, I agree to be bound by the constitution and by-laws and policies of the Capital Church, and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

Applicant's Signature: _____

Date: _____

THE CAPITAL CHURCH
Volunteer Authorization For Release of Background Information

In connection with my application for volunteer service with **THE CAPITAL CHURCH**, I authorize **THE CAPITAL CHURCH** and, or ACCUFAX Div., Southvest Inc., their agent, to solicit background information relative to my criminal record history. I understand that **THE CAPITAL CHURCH** may conduct inquiries into my background that may include criminal records, motor vehicle records, personal references and other public record reports pertaining to me. When requested by an employer motor vehicle records or a driving history may be obtained. American Driving Records will provide motor vehicle records from the state of Louisiana.

I authorize without any reservation, any person, agency, or other entity contacted by THE CAPITAL CHURCH or ACCUFAX Div., Southvest In., their agent for purposes of obtaining background report information, to furnish the above mentioned information.

I release **THE CAPITAL CHURCH**, their respective employees or ACCUFAX Div., Southvest Inc. their agent and employees and all persons, agencies and entities providing information or reports about me from any and all liability arising out of furnishing any such information or reports.

Requested by: 919-772-5919

PLEASE PRINT INFORMATION BELOW

FULL LEGAL NAME _____ DOB _____
OTHER NAMES USED _____ SS _____
DRIVERS LIC # _____ STATE ISSUED _____

Please note: if your address is a rural route or post office box, we must have City and County mail was delivered

Current
Address _____ City _____ Co. _____ St. _____ Zip _____

How long at this address? (Month/Years) _____

Previous
Address _____ City _____ Co. _____ St. _____ Zip _____

How long at this address? (Month/Years) _____

Previous
Address _____ City _____ Co. _____ St. _____ Zip _____

How long at this address? (Month/Years) _____

SIGNATURE _____ **DATE** _____

LIST ALL CITY/STATES RESIDED AT SINCE AGE 18 AND HOW LONG IN EACH CITY/STATE:

Thank you for applying to help at The Capital Church