



# New Horizons Youth Ministries

## Christian Service Application

**Escuela Caribe – New Horizons Academy – Missanabie Woods Academy – Mountain View Academy**

1002 S. 350 E. Marion, Indiana 46953-9562 USA

Tel: 765-668-4009 Toll Free: 800-333-4009 Fax: 765-662-1407

E-mail: [employment@nhym.org](mailto:employment@nhym.org) Web Address: [www.nhym.org](http://www.nhym.org)

### Personal Data

(Please print or type)

Name \_\_\_\_\_  
Last First Middle

Present Address \_\_\_\_\_  
Street City State Zip

Telephone # \_\_\_\_\_ E-mail Address \_\_\_\_\_

Permanent Address \_\_\_\_\_  
Street City State Zip

Permanent Telephone # \_\_\_\_\_ Date Available \_\_\_\_\_

Social Security # or SIN \_\_\_\_\_ To meet State age law requirements,  
are you 21 years of age or older? \_\_\_ Yes \_\_\_ No

Are you eligible to work in the U.S.? \_\_\_ Yes \_\_\_ No If No, what country? \_\_\_\_\_

How did you hear of New Horizons (if internet, which site)? \_\_\_\_\_

Have you applied for a position with New Horizons previously? \_\_\_ Yes \_\_\_ No Date: \_\_\_\_\_

Position applying for \_\_\_\_\_ Location Preference \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Telephone # \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

### Criminal History

Have you ever been convicted of any felonies? \_\_\_ Yes \_\_\_ No

Have you ever been convicted of any crimes concerning sexual/physical abuse with children?

\_\_\_ Yes \_\_\_ No If yes, explain \_\_\_\_\_

### Housing

Some positions require Ministry provided accommodations. Would the Ministry need to provide accommodations for individuals other than you? \_\_\_ Yes \_\_\_ No

If yes, how many? \_\_\_\_\_

**Military Experience**

Do you have any (Federal or State) armed services training, education, or experience?

Yes  No If yes, explain: \_\_\_\_\_

**Education**

Are you a High School graduate?  Yes  No (A requirement of State Law.)

**College or Trade School**

Name of School:	Location:
Dates Attended:	Date of Graduation:
Degree/Major:	Minor:
Name of School:	Location:
Dates Attended:	Date of Graduation:
Degree/Major:	Minor:

**Other Schooling or Training**

\_\_\_\_\_

\_\_\_\_\_

**Other qualifications (i.e. experience, skills, licenses) which equip you for work**

\_\_\_\_\_

\_\_\_\_\_

**Personal References**

Three persons known one year or more and are **NOT** a family relation.  
(Limit to **ONE** Pastor or Christian Worker)

Name:	Relationship:
Address:	Yrs. Acquainted:
Phone #:	E-mail:
Name:	Relationship:
Address:	Yrs. Acquainted:
Phone #:	E-mail:
Name:	Relationship:
Address:	Yrs. Acquainted:
Phone #:	E-mail:

### **Former Employers**

List last three employers, starting with the most current.

<b>Name &amp; Address of Organization:</b>	
<b>Job Title:</b>	
<b>Description of Work:</b>	
<b>Name of Supervisor:</b>	<b>Phone #:</b>
<b>Dates of Employment:</b>	<b>E-mail:</b>
<b>Reason for Leaving:</b>	
<b>Name &amp; Address of Organization:</b>	
<b>Job Title:</b>	
<b>Description of Work:</b>	
<b>Name of Supervisor:</b>	<b>Phone #:</b>
<b>Dates of Employment:</b>	<b>E-mail:</b>
<b>Reason for Leaving:</b>	
<b>Name &amp; Address of Organization:</b>	
<b>Job Title:</b>	
<b>Description of Work:</b>	
<b>Name of Supervisor:</b>	<b>Phone #:</b>
<b>Dates of Employment:</b>	<b>E-mail:</b>
<b>Reason for Leaving:</b>	

### **Former Child Care Employers**

List **ALL** childcare organizations at which you have previously been employed/volunteered. Please do not repeated from previous column.

<b>Name &amp; Address of Organization:</b>	
<b>Job Title:</b>	
<b>Description of Work:</b>	
<b>Name of Supervisor:</b>	<b>Phone #:</b>
<b>Dates of Employment:</b>	<b>E-mail:</b>
<b>Reason for Leaving:</b>	
<b>Name &amp; Address of Organization:</b>	
<b>Job Title:</b>	
<b>Description of Work:</b>	
<b>Name of Supervisor:</b>	<b>Phone #:</b>
<b>Dates of Employment:</b>	<b>E-mail:</b>
<b>Reason for Leaving:</b>	
<b>Name &amp; Address of Organization:</b>	
<b>Job Title:</b>	
<b>Description of Work:</b>	
<b>Name of Supervisor:</b>	<b>Phone #:</b>
<b>Dates of Employment:</b>	<b>E-mail:</b>
<b>Reason for Leaving:</b>	

Use additional paper if necessary.



# NEW HORIZONS YOUTH MINISTRIES REFERENCE AUTHORIZATION/REQUEST FORM

I, \_\_\_\_\_, the applicant, do hereby authorize the release of information requested below to New Horizons Youth Ministries and relieve any individual and/or company completing this form of all legal responsibility.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**APPLICANT DOES NOT WRITE BELOW THIS box**

**This form Not to be sent to references by applicant. For New Horizons' use only.**

To: \_\_\_\_\_ Attn: \_\_\_\_\_

\_\_\_\_\_ is presently applying with New Horizons for the position of \_\_\_\_\_. New Horizons, a non-profit organization working with under-achieving but promising youth, requires employees who are dependable, consistent, and able to work with youth and others. The information that you provide will be kept confidential. Thank you for your time and cooperation. Please return this form by to:

*New Horizons Youth Ministries - 1002 S. - 350 E. - Marion IN 46953 Attn: Human Resources  
Phone (800) 333-4009 or Fax (765) 662-1407*

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Employed from: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_

Salary: \$ \_\_\_\_\_ per \_\_\_\_\_ Would you rehire? \_\_\_\_\_ Yes \_\_\_\_\_ No

If not, why? \_\_\_\_\_

Why did or would this applicant leave your employ?

*How would you rate the applicant on the following traits:*

	Outstanding	Exceeds Standards	Meets Standards	Unsatisfactory
Attendance/Punctuality				
Adaptability				
Attitude Toward Work				
Written Communication				
Verbal Communication				
Dependability				
Initiative				
Common Sense				
Reaction to Discipline				
Quality of Work				
Works well with others				

Comments: \_\_\_\_\_

May I contact you by phone if I have any other questions? \_\_\_\_\_ Yes \_\_\_\_\_ No Phone Number \_\_\_\_\_

Signature/Title \_\_\_\_\_ Date \_\_\_\_\_

## SELF REFERENCE FORM

What are some characteristics that you think would describe you well?

Could you see yourself working in a school/ministry such as ours?

How do you relate with teenagers? Would you be able to build good relationships with teens?

What kind of role model do you think you would be for a teenager?

How would you describe your Christian commitment/spiritual life? (Desiring to grow, mature)

Would you have any concerns with working with teenagers?

Do you have any history of or problems with the following?

Chemical dependency \_\_\_\_\_

Legal entanglements \_\_\_\_\_

Being honest & truthful \_\_\_\_\_

Your sexual orientation \_\_\_\_\_

If yes to any of the above, please explain.

Do you have any history of sexual/physical abuse? (Perpetrator or victim)

Anything else you would like to add?