

MID-AMERICA CHRISTIAN UNIVERSITY

STAFF APPLICATION FOR EMPLOYMENT



APPLICANT INFORMATION

Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone ()		E-mail Address			
Date Available		Social Security No.		Desired Salary \$	
Position Applied for					
Are you authorized to work in the U.S.?		YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Have you ever worked for this company?		YES <input type="checkbox"/>		NO <input type="checkbox"/> If so, when?	
Have you ever been convicted of a felony?		YES <input type="checkbox"/>		NO <input type="checkbox"/> If yes, explain	

Answering "Yes" to these questions does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.

EDUCATION

College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

PREVIOUS EMPLOYMENT

Company		Phone ()			
Address		Supervisor			
Job Title		Starting Salary \$		Ending Salary \$	
Responsibilities					
From	To	Reason for Leaving			
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Company		Phone ()			
Address		Supervisor			
Job Title		Starting Salary \$		Ending Salary \$	
Responsibilities					
From	To	Reason for Leaving			
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Company		Phone ()			
Address		Supervisor			

Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		

REFERENCES

Please list three professional references.

Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

CURRENT LOCAL CONGREGATION OF WORSHIP

Name		
Street Address		
City	State	ZIP

MACU'S MISSION STATEMENT

Mid-America Christian University equips students to impact their world for Christ through achieving Bible-based academic excellence in a Christian environment so that students professionally serve in their chose vocation/ministry.

STATEMENT OF FAITH

WE BELIEVE:

- **God**
In the one God, Creator and Sustainer of all things, infinite in love, perfect in judgments and unchanging in mercy. God exists eternally in three persons – Father, Son, and Holy Spirit;
- **Scripture**
In the divine inspiration, truthfulness, and authority of both the Old and New Testaments, the only written Word of God, without error in all it affirms. The Scriptures are the only infallible rule of faith and practice. The Holy Spirit preserves God's Word in the church today and by it speaks God's truth to people of every age;
- **Humankind**
That human beings were created in the image of God. This image was marred in every part through the disobedience of our first parents, and fellowship with God was broken. God, in His prevenient grace, restores moral sensibility to all humankind and enables all to respond to His love and to accept His saving grace, if they will;
- **Jesus Christ**
That Jesus Christ is God's Son incarnate, born of the Virgin Mary. He died for the sins of all, taking on Himself, on behalf of sinful persons, God's judgment upon sin. In His body, He rose from the grave and ascended to the right hand of the Father where He intercedes for us;
- **Holy Spirit**
That the Holy Spirit is God present and active in the world. The Holy Spirit was given to the church in His fullness at Pentecost. By the Spirit, Christ lives in His church, the gospel is proclaimed and the Kingdom of God is manifested in the world;
- **Justification**
That God graciously justifies and regenerates all who trust in Jesus Christ. Believers become children of God and begin to live in holiness through faith in Christ and the sanctifying Spirit;

- **Entire Sanctification**
That God calls all believers to entire sanctification in a moment of full surrender and faith subsequent to their new birth in Christ. Sanctifying grace does not make believers faultless nor prevent the possibility of their falling into sin. They must live daily by faith in the forgiveness and cleansing provided for them in Jesus Christ. Through sanctifying grace, the Holy Spirit delivers from all rebellion toward God, and makes possible wholehearted love for God and for others;
- **Assurance of Believers**
That all believers are assured that they are children of God by the inward witness of God's Spirit with their spirits, by faith in the gracious promises of God's Word, and by the fruit of the Spirit in their lives;
- **Christians in Society**
That Christians are called to live in daily witness to the grace which comes to us in Jesus Christ, to preach the gospel to every person according to the command of Christ, and to declare God's insistence upon righteousness and justice in all relationships and structures of human society;
- **The Church**
That the church is the people of God composed of all those who believe in Jesus Christ as Savior and Lord. The church is Christ's body; it is visible in the world wherever believers, in obedience of faith, hear the Word, receive the ordinances, and live as disciples;
- **Return of Christ**
In the personal return of Jesus Christ, in the bodily resurrection of all persons, in final judgment, and in eternal reward and punishment.

CORE VALUES

WESLEYAN-ARMINIAN: We are faithful to the heritage of the Church of God Reformation Movement and to the Wesleyan-Arminian interpretation of Scripture.

MISSIONARY: Christian higher education encompasses evangelism and discipleship of our constituencies so that graduates are prepared to fulfill the Great Commission.

CHANGE-AGENTS: We prepare Christian leaders to bring about positive social change by sharing their Christian faith, demonstrating ethical character in their vocation, and being actively engaged in community leadership.

HOLISTIC: Our educational system is designed to develop the whole person, spirit, soul, and body.

DIVERSITY: We are committed to being a redemptive community that respects racial, gender, and cultural diversity.

LIFELONG LEARNERS: We are engaged in experiences and programs that encourage lifelong learners.

RELEVANCY: We provide relevant curriculum established upon biblical principles, best practices, and rigorous standards.

STEWARDSHIP: We practice faithful stewardship of God-given resources to ensure they are employed for maximum efficiency.

INSTITUTIONAL OBJECTIVES

PARTNERSHIPS: We create synergy with local corporations, communities, institutions of higher learning, and churches to enhance student learning and to fulfill our mission.

PEOPLE: We are sensitive and responsive to the students we educate and the constituencies we serve.

GROWTH: We grow to increase student learning in higher education by fulfilling our mission to the Church of God and to the Great Commission.

RESOURCES: We plan for resource development and allocation to support and strengthen our education missions and accomplish the strategic plan.

PROFESSIONALISM: We attract, retain, develop, and reward competent faculty and staff who are gifted, committed, and able to advance the mission of the University.

STUDENT LIFE: We provide programs to enhance student life, spiritual formation, servant leadership, and Christian service opportunities.

PROGRAMS: We provide relevant and rigorous curricula and assess the learning outcomes to assure that students acquire the skills and professional competencies necessary in their chosen vocations.

FACILITIES: We provide facilities necessary for a holistic approach to the education of our students.

AFFIRMATION

I have read and agree with Mid-America Christian University's Mission Statement, Statement of Faith, Core Values, and the Institutional Objectives.

I have read but do not agree with Mid-America Christian University's Mission Statement, Statement of Faith, Core Values, and/or Institutional Objectives. The following are points that I do not agree with:

Signed: _____ Date: _____

DISCLAIMER AND SIGNATURE

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect will be sufficient cause to (i) cancel further consideration of this application, or (ii) immediately discharge me from the employer's service whenever it is discovered.

I expressly authorize, without reservation, the employer, its representative, employees or agents to contact and obtain information from all references

(personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from employment on a basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period of or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in the regard.

An electronic submission of this application is an explicit approval of your acceptance of the terms and conditions as stated within the body of the application. Likewise your electronic submission includes an accurate representation of your faith statement, MACUs core values and institutional objectives.

By either signing or electronically submitting your application you are authorizing Mid-America Christian University and/or any of its officers, employees, or agents to investigate your background, references, character, education, past employment, and/or criminal records in order to confirm your qualifications for employment once a contingent offer has been made.

Signature

Date

Voluntary Sheet Follows

New Hire EEO-1 Data Sheet

Mid-America Christian University is an equal opportunity employer, and considers all employment decisions without regard to race, color, gender, national origin, citizenship, age, mental or physical disabilities, veteran status, or any other prohibited basis. In keeping with this philosophy and in an effort to comply with federal and state standards for equal opportunity employment, we ask that you provide the information requested below.

Although providing this information is optional on your part, we would appreciate it if you would complete this form. Providing this information is strictly voluntary and will not be the basis of any employment decision. Failure to provide this information will not subject you to any adverse treatment. Please note that the information provided is retained separately from your application and/or personnel file. Your cooperation is appreciated.

Employee Information

<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr.	First:	MI:	Last:
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Race/Ethnic Identification

Mark one of the following boxes that applies to you:

- Hispanic or Latino** – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin.
- White (Not Hispanic or Latino)** – A person having origins in any of the original peoples of Europe, the Middle East or North Africa.
- Black or African American (Not Hispanic or Latino)** – A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino)** – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino)** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino)** – All person who identify with more than one of the races above, excluding Hispanic or Latino.

Veteran Status

Mark one of the following boxes that applies to you:

- Not a veteran of the USA armed forces.
- Active reserve.
- Veteran of the USA armed forces not of the Vietnam era.
- Veteran of the USA armed forces of the Vietnam era.
- Other eligible veteran (Veterans who served on active duty in the USA armed forces during a war or campaign or expedition for which a campaign badge has been authorized.)
- Mark this box if you are a disabled veteran.** A disabled (Special Disabled) veteran is a person who: (a) is entitled to compensation under laws administered by the Department of Veterans Affairs for a disability that is rated 30% or more, (b) was discharged or released from active duty because of a service-connected disability. See 38 U.S.C. 4211.

Disability Status

Mark this box if you are an individual with a disability.

- A person with a disability is one who: (a) has a physical or mental impairment which substantially limits one or more of such person's major life activities; (b) has a record of such impairment; or (c) is regarded as having such impairment.