

**WARNING – CONFIDENTIAL INFORMATION**

*This document (when filled out) contains confidential information that may be reviewed only by the Education Committee, or other committee authorized to make personnel decisions. No other person is authorized to review this document. Persons who review, duplicate, distribute, or disclose any portion of this document without authorization may face discipline or termination from official church positions (whether paid or volunteer), as well as possible criminal and civil liabilities.*

**FIRST BAPTIST CHURCH OF KINGSTOWNE  
BENCHMARK BAPTIST FELLOWSHIP  
APPLICATION FOR CHURCH WORKER POSITION**

Date \_\_\_\_\_

Your name \_\_\_\_\_ Date of birth \_\_\_\_\_

Any other names you are known by \_\_\_\_\_

Home phone \_\_\_\_\_ Work phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Social Security # \_\_\_\_\_ Driver license # \_\_\_\_\_ State \_\_\_\_\_

Church position(s) being considered for: \_\_\_\_\_

Type of screen requested:

- Standard Screen (appropriate for teachers, childcare workers, and similar positions)
- Extended Screen [includes criminal background checks] (required for leaders, directors, counselors, and similar positions)

*Instructions: The following information will be used to confirm the trust being placed in you. Please answer as completely and truthfully as possible. If additional space is needed or any answers require more explanation, please attach to this form.*

**RESIDENCE HISTORY**

List where you have lived over the last 10 years, starting with your current address.

Dates	Address History
_____ to present	Street _____ Apt _____ City _____ County _____ State _____ Zip _____
_____ to _____	Street _____ Apt _____ City _____ County _____ State _____ Zip _____
_____ to _____	Street _____ Apt _____ City _____ County _____ State _____ Zip _____

**EMPLOYMENT HISTORY**

List your employment history for the last 10 years, starting with your current employer. If you were self-employed, unemployed, a student, or worked as a homemaker, please note so.

Dates	Employment
_____ to present	Employer _____ Phone _____ Street _____ City/State/Zip _____ Position held _____ Name of supervisor _____
_____ to _____	Employer _____ Phone _____ Street _____ City/State/Zip _____ Position held _____ Name of supervisor _____
_____ to _____	Employer _____ Phone _____ Street _____ City/State/Zip _____ Position held _____ Name of supervisor _____

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**CHURCH MEMBERSHIP HISTORY**

List any churches that you held membership or attended regularly over the last 10 years. Include any offices or positions of responsibility you held, and the reason you left.

Dates	Church Membership/Attendance
_____ to present	Church _____ Phone _____ Street _____ City/State/Zip _____ Positions held _____ Reason left _____
_____ to _____	Church _____ Phone _____ Street _____ City/State/Zip _____ Positions held _____ Reason left _____
_____ to _____	Church _____ Phone _____ Street _____ City/State/Zip _____ Positions held _____ Reason left _____

**REFERENCES**

List references that can provide information on your character and integrity.

Type of reference	Reference
Member of FBCK	Name _____ Phone _____ Street _____ City/State/Zip _____ Relationship to reference _____
Relative not living with you	Name _____ Phone _____ Street _____ City/State/Zip _____ Relationship to reference _____
Co-worker, neighbor, or friend	Name _____ Phone _____ Street _____ City/State/Zip _____ Relationship to reference _____

List any criminal convictions (other than minor traffic violations). If none, write *none*.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been arrested, tried, or convicted of a criminal offense of a sexual nature?

No                       Yes (*attach explanation*)

Why would you like to have this position of trust?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*I certify that the information contained in this application is true and accurate.*

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

**FIRST BAPTIST CHURCH OF KINGSTOWNE  
BENCHMARK BAPTIST FELLOWSHIP**

**BACKGROUND INVESTIGATION CONSENT AND  
LIABILITY RELEASE FORM**

I, \_\_\_\_\_, hereby authorize First Baptist Church of Kingstowne, Kingstowne, VA, and/or its agents to make an independent investigation of my background, references, character, current and past employment, education, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information on my Application and/or obtaining other information which may be material to my qualifications for volunteering/employment now, and if applicable, during my tenure of volunteerism/employment with First Baptist Church of Kingstowne.

I release First Baptist Church of Kingstowne and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge.

Full Name (Printed) \_\_\_\_\_

Present Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Date of Birth \_\_\_\_\_ (for identification purposes only)

Signature \_\_\_\_\_

Date \_\_\_\_\_

WITNESS:

Signature \_\_\_\_\_

Printed name \_\_\_\_\_

Date \_\_\_\_\_