



Laity Lodge Foundation

Employment Application

PERSONAL INFORMATION

Please use ink and answer all questions. Write "N/A" where appropriate.

Full Name: _____

Last _____ First _____ Middle _____

Other names under which employed: _____

Current Address: _____ How long have you lived there?

_____ Yrs. _____ Mos. _____
 Number Street City State Zip

Previous Address (if you have lived in current address <2 yrs): _____ How long did you live there?

_____ Yrs. _____ Mos. _____
 Number Street City State Zip

Home Phone: _____ Cell Phone: _____

Email Address: _____

Are you at least 18 years old? Yes No If no, age: _____
 (Applicants must be at least 16 years old to be considered for employment.)

Can you submit verification of your legal right to work in the U.S.? Yes No

Can you perform the essential functions of the position for which you are applying with or without reasonable accommodation (as described in job description)? Yes No

Have you ever been convicted or pled guilty, no contest or nolo contendere, or received deferred adjudication, pretrial diversion, or probation for either of the following: 1) any felony; or 2) in the past 7 years, any misdemeanor, other than a minor traffic violation? Yes No

If yes, provide date(s) and details, including the nature of the offense and disposition of the case(s): _____

(Note: A conviction will not necessarily disqualify an applicant from consideration for a particular job.)

Have you ever been discharged or disciplined by an employer for theft; harassment; retaliation; discrimination; disruptive behavior; using and/or possessing a weapon on company premises? Yes No

If yes, provide date(s) and details: _____

FOUNDATION MISSION

The core purpose of the Foundation is to serve God by creating opportunities for people to encounter God for the transformation of daily life, work, and our world.

Our mission is: The renewal of society through the renewal of the church; Church renewal through renewal of the family; Family renewal through renewed individuals.

For the development and implementation of the mission, we ask that our staff, in the performance of our work with each other, exemplify the principles of excellence, service, and unity.

Each employee needs to be aware of the mission and is encouraged to see his or her job in the context of this goal.

PLACEMENT INFORMATION

Position applying for: _____

Minimum salary expected: \$ _____ per (circle one) hour month year

When can you start? _____

Have you previously applied for a position with us? Yes No

Do you desire: (circle one)

Full or Part-Time Full-Time Only Part-Time Only Temporary Summer

After reading the above organizational purpose and mission, please explain why you choose to pursue this position.

How were you referred to the H. E. Butt Foundation?

EDUCATION

Circle highest grade completed School Name, City, and State

High School 9 10 11 12 _____

College 1 2 3 4 _____

Graduate School 1 2 3 4 _____

GED: Yes No

Degree and/or Technical/Specialized training: _____

WORK HISTORY/EXPERIENCE—BEGIN WITH MOST RECENT OR PRESENT EMPLOYER

Include all work history, U. S. military service, self-employment, temporary jobs, and account for all gaps in employment. Attach additional pages if necessary. Write "N/A" where appropriate.

Company Name:	Phone:	Starting date:	Starting salary: \$ _____ per	Starting position:
Address:		Ending date:	Ending salary: \$ _____ per	Ending position:
Supervisor's Name:		May we contact? _____ Reason for Leaving: _____		
Company Name:	Phone:	Starting date:	Starting salary: \$ _____ per	Starting position:
Address:		Ending date:	Ending salary: \$ _____ per	Ending position:
Supervisor's Name:		May we contact? _____ Reason for Leaving: _____		
Company Name:	Phone:	Starting date:	Starting salary: \$ _____ per	Starting position:
Address:		Ending date:	Ending salary: \$ _____ per	Ending position:
Supervisor's Name:		May we contact? _____ Reason for Leaving: _____		
Company Name:	Phone:	Starting date:	Starting salary: \$ _____ per	Starting position:
Address:		Ending date:	Ending salary: \$ _____ per	Ending position:
Supervisor's Name:		May we contact? _____ Reason for Leaving: _____		

INDICATE SKILLS RELEVANT TO THE POSITION YOU ARE SEEKING

PERSONAL REFERENCES

LIST 2 PERSONAL REFERENCES OTHER THAN RELATIVES OR FORMER EMPLOYERS

Name: _____ Phone: _____	Name: _____ Phone: _____
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AGREEMENT

I certify that the foregoing statements are true and correct to the best of my knowledge and belief and hereby grant the H. E. Butt Foundation permission to verify such information. I understand that any misstatement, false statement, omission, or incomplete response on this application or at any time during the selection process, including interviews, tests, etc., may be considered as sufficient reason for rejection of my application or for dismissal if discovered after my employment. I authorize any of the persons or organizations referenced in this application to give the H. E. Butt Foundation any and all information concerning my previous employment, education, or criminal or credit background at any time during my tenure of employment or any other information with regard to the subjects covered by this application, and I release all such parties from all liability from any damages or claims that may result for furnishing such information. I further agree and understand that a criminal background check may be conducted before and/or after I am hired. I understand and agree that, while a conviction will not necessarily disqualify me from employment, the existence of a criminal background or the failure to provide complete or accurate information relating to the criminal background question may result in the rejection of my application or, if hired, in the separation of my employment. I also understand that the position for which I am applying may require a physical and/or substance abuse screen. I agree, if I am offered and accept a position, to conform to all existing and future Foundation rules and regulations and I understand that the Foundation reserves the right to change wages, hours and working conditions as deemed necessary. I further understand and agree that I, like the Foundation, can terminate my employment at any time with or without cause or notice and this agreement cannot be altered or modified.

Date: _____ Signature: _____



LLYC Fellowship Questionnaire

Please answer the following questions on a separate piece of paper and submit with your application to Kevin Mayne at kmayne@llyc.org or fax to 830-792-1229.

1. Explain why you are interested in the Fellowship Program.
2. Identify, as best you can, where God is calling you vocationally and explain how this Fellowship aligns with and contributes to that calling.
3. Give a concise history of your spiritual life and explain how your faith informs and shapes your personal life and professional goals.
4. List and explain specific strengths, skills and/or experiences you possess that would make you a good fit for this Fellowship? Also, what is one area in which you would like to improve and why?
5. Describe a dream job or ministry position for you 5 years from now.
6. Explain a difficult situation in ministry that took place when you were in a leadership position. What steps did you take to resolve the situation and what was the outcome?
7. Where are you now spiritually and what is God currently teaching you?