

## Staff or Full-Time Volunteer Application

We are so glad you are interested in joining staff or becoming a Full-Time Volunteer with ENCOUNTER. Please completely read the Staff & Full-Time Volunteer Handbook before completing this application.

<b>Handbook</b>	<input type="checkbox"/> Yes, I have completely read the <i>Staff &amp; Full-Time Volunteer Handbook</i> and agree to the rules, policies, and procedures therein. _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>(Applicant's Signature)</span> <span>(Date)</span> </div>
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<b>Applicant</b>	Full Legal Name of Applicant: _____ Applying for <input type="checkbox"/> Staff Member (3 year initial commitment) <input type="checkbox"/> Full-Time Volunteer (1 year minimum commitment) Name to be Called : _____ Date of Birth: _____ Marital Status: _____ Phone Number(s): _____ Email: _____ Mailing Address: _____ _____
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<b>Health</b>	<p>List/explain any health concerns which may need to be taken into consideration when preparing for a position overseas working with children and youth. (Attach additional sheets if necessary.)</p> <p style="text-align: center;"><i>Privacy concerning personal health is the right of all applicants. This information is shared only voluntarily to help properly place the applicant with roles and responsibilities that are most appropriate. It is also beneficial in guiding new missionaries in preparation for the field and in assisting them find proper medical care after arrival.</i></p> <p>_____</p> <p>_____</p> <p>I give ENCOUNTER: EDUCATION IN MISSIONS permission to seek professional medical treatment for myself in emergency situations in which I or an immediate family member cannot act on my own behalf. I understand medical treatment costs are always the responsibility of the Staff Member or Full-Time Volunteer.</p> <p>Signature _____ Date: _____</p> <p>While ENCOUNTER: EDUCATION IN MISSIONS values safety and seeks to take necessary precautions, I understand that serving as an overseas missionary brings with it a degree of risk to my personal health and well-being, and I will not hold ENCOUNTER: EDUCATION IN MISSIONS responsible in the event of physical injury or material loss while serving.</p> <p>Signature _____ Date: _____</p> <p>Name of Emergency Contact: _____ Phone Number(s): _____</p>
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**Family**

Spouse's Full Name (if currently married): \_\_\_\_\_

Name and Ages of Children Accompanying the Applicant to the Mission Field:

Child's Full Legal Name	Name to be Called	Age	Enrolling in Encounter Academy (Y or N)

**Education & Career**

**High School Diploma or GED:** Yes or No (circle one) Year Received (if Yes): \_\_\_\_\_

**Bachelor's Degree:** Yes or No (circle one) If Yes, Name of College or University: \_\_\_\_\_

Year Received: \_\_\_\_\_ Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

**Master's Degree:** Yes or No (circle one) If Yes, Name of University: \_\_\_\_\_

Year Received: \_\_\_\_\_ Degree: \_\_\_\_\_

**Other Post-High School Education and Training:**

Name of Institution	Degree or Certificate	Year Received

**Current & Past Employers (Previous 5 years):**

Employer	Position	Years

**Ministry Assignments**

Missionaries play many different roles but understanding your areas of interest helps us work with you in assigning responsibilities. Work schedules and are created and responsibilities assigned during a face to face meeting with Administrators.  
*Please check the box next to the ministry areas of interest. Rate your top four areas of interest.*

Check if interested	Ministry Area	Rating
	Accounting	
	Arts & Crafts	
	Clerical (Office) Work	
	Sports	
	Construction / Maintenance	
	Cooking / Nutrition	
	Drama	
	Music	
	Nursing / Medical	
	Puppets	
	Teaching English-speaking Missionary Kids: Elementary Students	
	Teaching English-speaking Missionary Kids: Middle School Students	
	Teaching English-speaking Missionary Kids: High School Students	
	TESOL (Teaching English to Speakers of Other Languages)	
	Tutoring	
	Video Production	
	Web Design	
	Writing & Editing	
	Mentoring College-Age Students	

**Additional Information or Preferences Concerning Work Assignments**

**Briefly Explain Previous Ministry Experience:**

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**Ministry Assignments Agreement:**

ENCOUNTER: EDUCATION IN MISSIONS seeks to give Staff Members & Full-Time Volunteers a platform to use their gifts and abilities for the purposes of teaching, discipling, and the furtherance of the gospel. We highly value what each individual brings to ENCOUNTER and encourage all community members to bring their ideas and innovation to the table. We also want to develop missionaries willing to do tasks which may seem challenging or distasteful. We desire all of us to continually grow in our willingness to put our own selves aside for the sake of others. While ENCOUNTER is a place to serve, it is also a place to grow. Whether an individual has served in ministry and teaching roles for many years or is just beginning, everyone has things to learn from each other and from the experiences put into our path.

I agree to bring my gifts, abilities and creativity to Encounter, while also agreeing to carry out the roles and responsibilities given by my supervisor(s) with a cheerful attitude to the best of my ability. \_\_\_\_\_ (Signature)

Faith, Background, & References

Staff Members & Full-Time Volunteers play vital leadership roles in ENCOUNTER: EDUCATION IN MISSIONS. They work with children, youth, and adults. All Staff Members & Full-Time Volunteers must agree to the Encounter "Statement of Faith" and profess to be a Christ follower as is laid out in God's Word. Before accepting an applying Staff Member or Full-Time Volunteer, ENCOUNTER: EDUCATION IN MISSIONS runs a background check on the applicant and contacts provided references. A criminal record will not necessarily disqualify the applicant.

**Statement of Faith & Profession**

**Yes**, I profess Jesus Christ as my Lord and Savior and seek to follow after him accepting the Bible as the authoritative Word of God. I hold to the Encounter: Education in Missions Statement of Faith (*See Staff & Full-Time Volunteer Handbook*).

**Criminal Background Check**

**No**, I do not have a criminal background.  **Yes**, I have a criminal background. (Please explain below)

States Lived in the Past 5 Years: \_\_\_\_\_

**References**

Please contact references, ask permission to use them as references, and inform them that they will be contacted by ENCOUNTER: EDUCATION IN MISSIONS with questions regarding the applicant. References must be 18 years of age or over, and they cannot be persons related to the applicant by blood or marriage.

Name	Relationship	Phone Number	Email
	Supervisor (Within past 5 years)		
	Pastor, Sunday School Teacher, Bible Study Leader, or Church Elder (Within past 5 years)		
	Friend or Co-Worker		

Next Steps

**Step 1:** Submit this completed application to [info@encountereim.com](mailto:info@encountereim.com).

**Step 2:** Wait for official acceptance as a Staff Member or Full Time Volunteer.

**Step 3:** Once an application has been accepted, the applicant is sent *Preparing to Serve*, a handbook which will aid in preparing for an international move and cross-cultural ministry. Part of that preparation requires pre-arrival assignments. An Encounter staff member will arrange a weekly meeting time via video chat with all incoming missionaries to answer questions, provide coaching through the fundraising process, and offer guidance and support as needed.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_\_

Internal Use

Applicant: **Accepted / Denied**    Date of Decision: \_\_\_\_\_    Date Applicant Informed: \_\_\_\_\_

Administrator's Signature: \_\_\_\_\_    Administrator's Signature: \_\_\_\_\_

Accepted Applicant's Personnel Number: \_\_\_\_\_    Position: \_\_\_\_\_

Notes on Decision: \_\_\_\_\_