



# VOLUNTEER APPLICATION

*Please return the completed Volunteer Application to the Human Resources Department*

1820 Jet Stream Drive · Colorado Springs · CO 80921-3696 · Telephone: 719/488-9200 · FAX: 719/867-2890

Name:		Date: / /	
Occupation:			
Street address:		Email address:	
City:	State:	Zip code:	
Contact Phone #: ( )		Cell Phone #: ( )	
Dates available:			
Times available:			

**SPIRITUAL BACKGROUND:** Biblica is a Christian organization. All volunteers must have a personal relationship with Jesus Christ; believe in the power of God’s word in transforming people’s lives and be an active participant in a local Christian church. Help us evaluate your compatibility with our ministry. Please describe your personal relationship with Jesus Christ.

Please list your local Christian church home:

How are you currently serving in your local church?

### SKILLS/ABILITIES

- Data Entry  Ten-key  Editing  Filing  Administrative  E-mail
- Spreadsheet  Customer Service
- Other: \_\_\_\_\_
- Computer:  Windows PC  Mac

**Type (Specify particular software application and proficiency)**

- Word-processing: \_\_\_\_\_  basic  intermediate  advanced
- Excel: \_\_\_\_\_  basic  intermediate  advanced
- PowerPoint: \_\_\_\_\_  basic  intermediate  advanced
- Graphics: \_\_\_\_\_  basic  intermediate  advanced
- Other: \_\_\_\_\_  basic  intermediate  advanced

*For Office Use Only:*

- Received: \_\_\_\_\_
- Interviewed: \_\_\_\_\_
- Approved: \_\_\_\_\_
- References: \_\_\_\_\_
- Background ck: \_\_\_\_\_
- Training: \_\_\_\_\_

Dates of volunteer service:

## PROFESSIONAL/CHARACTER REFERENCES

Name	Address	Telephone
Pastor/spiritual leader	Address	Telephone
Biblica staff member (if possible)	Address	Telephone

### STATEMENT OF FAITH

- **We Believe:** In one God, eternally existent in three persons – Father, Son, and Holy Spirit;
- In the absolute deity and full humanity of our Lord Jesus Christ, God the Son, His virgin birth, His sinless life, His miracles, His substitutionary and atoning death for all through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His personal return in power and glory to judge the living and the dead;
- In the present ministry of the Holy Spirit, by whose indwelling the Christian is empowered to live a holy life, to witness and work for the Lord Jesus Christ;
- In the divine inspiration of all 66 books of the Old and New Testaments as originally given, guaranteeing their infallibility, entire trustworthiness, and supreme authority in all matters of faith and conduct;
- That all people are sinners and cannot save themselves. Salvation is received as a free gift of God's grace, apart from works, through repentance and personal faith in the redemptive work of Christ and the regenerating power of the Holy Spirit;
- In the bodily resurrection of both the saved and the lost, the eternal blessedness of the saved, and the eternal punishment of the lost;
- In the spiritual unity of believers in our Lord Jesus Christ who are thus members of His Body, the Church, whose work is the worship of God, perfecting the saints, and evangelization of the world.

## VOLUNTEER STATEMENT

I certify that the answers provided are true and complete to the best of my knowledge. I have read and am in agreement with Biblica's Statement of Faith. Biblica may request and receive reports, records or other information necessary for a decision to accept or reject my volunteer status either before becoming a volunteer or after I begin volunteering.

I understand that I am not an employee, agent, subcontractor, or independent contractor of or any agent of Biblica.

I understand that I am volunteering to perform tasks and will not receive wages, salary or other forms of compensation or benefits. This includes, and is not limited to, payments for minimum wage, overtime hours, unemployment compensation, personal injury claims, property claims, property damage or other forms of loss resulting from volunteer efforts.

I further understand that Biblica makes no promise to employ my services now, or at any future date. I also understand that by my agreeing to serve as a volunteer for this time period in no way obligates me as a volunteer now or at any time in the future.

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

\_\_\_\_\_  
Signature of Guardian (if under 18 years of age): Date