

GLOBAL PARTNER CANDIDATE APPLICATION

DATE: _____

(**Note: Each spouse, if applicable, needs to complete a separate questionnaire.)

NAME: _____ DATE OF BIRTH: _____

MAILING ADDRESS: _____

E-MAIL ADDRESS: _____ PHONE #: _____

SPOUSE'S NAME: _____

DEPENDENTS: NAME DATE OF BIRTH AGE

(If there are additional dependents, please use a separate piece of paper to list them.)

DEPENDENT'S ADDRESS IF DIFFERENT FROM PARENTS:

What are your plans for educating your children while you are on the field?

How do you see the role of your children in your ability to carry out your ministry assignment?

CURRENT OCCUPATION: _____

EDUCATION:

HIGH SCHOOL: _____

COLLEGE: _____

Major: _____ Degree: _____

Post-Graduate Studies: _____

Degree: _____

OTHER: _____

DESCRIBE THE BIBLE TRAINING YOU HAVE RECEIVED:

MISSION AGENCY YOU WILL BE SERVING UNDER: _____

Address: _____

Phone #: (____) _____ E-mail: _____

Contact Person: _____

Date you were accepted by your mission agency for this assignment: _____

MINISTRY FIELD WHERE YOU WILL BE SERVING: _____

YOUR PRIMARY MINISTRY ASSIGNMENT: _____

WHAT IS THE LENGTH OF YOUR TERM? _____

ANTICIPATED DEPARTURE DATE: _____

CHURCH AFFILIATION: _____

WHAT ARE YOUR HOBBIES AND INTERESTS?

ON SEPARATE SHEETS OF PAPER, PLEASE RESPOND TO THE FOLLOWING
(Please TYPE your responses.):

1. What is your testimony of your relationship to Jesus Christ?
2. What do you believe about the Bible?
3. Describe the ways in which you have been able to live out or share your faith with others.
4. What do you believe to be your spiritual gifts?
5. How have you been involved in your local church?
6. What factors have been most important in drawing you to pursue a vocation in missions?
7. How have you prepared for missionary service?
8. If applicable: does your spouse feel the same way about being a missionary as you do?
9. What continuing education activities (e.g. conferences, seminars, classes, etc.) have you participated in during the past 3 years?
10. Keeping the Otterbein Global Ministries Purpose Statement in mind (see page 1 of the Policy Manual), what do you hope to accomplish while in the mission field?
11. Please write a short autobiography. Include significant people and events that have shaped your life. Please do not exceed two typed pages.
12. Have you ever been convicted of a crime? If yes, state the nature of the offense, including when, where, and how it was resolved.

INCLUDE A DETAILED FINANCIAL REPORT WHICH INCLUDES

1. What is the total support level you need to raise?
2. What is the minimum amount your mission agency will permit you to go out with?
3. Exactly how is each month's support allocated (e.g. your salary, pension fund, travel fund, mission agency's administrative fee, health insurance, etc.)?
4. As of this date, what amount of support have you raised?

LIST THREE REFERENCES (People who are not related to you and have known you well for at least 2 years).

	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE #</u>	<u>E-MAIL</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

I HAVE READ, UNDERSTOOD, AND AGREE WITH THE GLOBAL MINISTRIES POLICY OF OTTERBEIN CHURCH OF WAYNESBORO. I CERTIFY THAT I HAVE PERSONALLY PREPARED THIS APPLICATION FORM AND THAT THE INFORMATION I HAVE PROVIDED IS TRUE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: _____ **DATE:** _____

CHECKLIST FOR GLOBAL PARTNER CANDIDATE APPLICATION

NOTE: The entire process should be completed within a 90-day time frame.

Date Application Received: _____

Final date by which Application processing must be completed: _____

Each step must be **checked off and dated** as it is completed. This checklist must be attached to the file folder created when the application is first received.

Check off	Date Completed
_____ _____	1. Received Global Partner Candidate Application * File created and this form attached _____ _____
_____ _____	2. Within 30 days of receiving application , applicant is notified in writing that application has been received and is being considered. _____ _____
_____ _____	3. Application has been reviewed by the Global Ministries Team Leader. This must be done in conjunction with the Team’s Finance Manager who must confirm in writing that funds are available for the ongoing support of a new global partner before approving the application for further review and processing. _____ _____
_____ _____	a. If application is DENIED , a letter is sent to inform the applicant of this. _____ _____
_____ _____	b. If application is APPROVED for further review and processing, it is presented to the Global Ministries Team for discussion. _____ _____
_____ _____	4. The Global Ministries Team has discussed the application. _____ _____
_____ _____	a. If application is DENIED by the Team, a letter is sent to the applicant within 30 days of decision. _____ _____

- _____ b. If application is **APPROVED** by the Team, a letter is sent to arrange an interview. _____

- _____ Included with this letter is a copy of the Global Ministries Policy Manual for the applicant to read carefully. _____

- _____ 5. Candidate is interviewed by the Team Leader. _____

- _____ 6. A recommendation will be made to the Team. _____

- _____ a. If the recommendation is NOT to support the candidate and the Team is in agreement with this recommendation, the Team Leader will respond in writing to the applicant **within 30 days**. _____

- _____ b. If the recommendation is to SUPPORT and the Team agrees, the Team Leader will then:
 - _____ i. Notify the applicant in writing within 10 days of the decision. _____
 - _____ ii. Organize a social (if at all feasible) to introduce the applicant to the Team. _____
 - _____ iii. Make arrangements for the accepted applicant to be introduced to the Otterbein congregation. _____

- _____ 7. All pertinent information, including correspondence, will be recorded in the next month's Team minutes. _____

MUTUAL RESPONSIBILITY

OTTERBEIN TO GLOBAL PARTNER	GLOBAL PARTNER TO OTTERBEIN
Timely payment of monthly support To make the congregation aware of global partner's ministry and update them regularly.	Make sure we know where to send support. Make sure we have regular updates for information and prayer.
Prayer support on a regular basis, as a Global Ministries Team, and as a Congregation.	Pray for our Church.
To be aware of special needs and meet them as much as we are able, and/or redirect the request or solicit others to help meet the needs expressed.	To make us aware of special needs by communication with the Team Leader or designated Team Liaison, either for prayer or encouragement or material needs.
Furlough (Home Assignment) 1. The Global Ministries Team will assist with furlough needs on a case-by-case basis depending on the time global partners are in the field on a continuous basis, the location of their field of ministry, the timeliness of notice given of upcoming furloughs, and the availability of funds. 2. Where applicable, financial assistance will be provided as soon as possible after global partner's arrival Stateside (preferably have it waiting there for them when they arrive). 3. Monthly support of global partners serving overseas continues while on furlough at the rate of three (3) months for each year of service.	Furlough (Home Assignment) 1. Let us know as soon as possible when they will arrive and where they will be living. 2. Must visit Otterbein at least once during a year-long furlough for at least a weekend, and hopefully longer, unless circumstances prevent this possibility. 3. Meet with the Global Ministries Team for a time of sharing and updating us on their lives and ministry.

I / We have read the statement of Mutual Responsibility and understand its intent and requirements and agree to comply.

Name (please print)

Spouse's Name (please print)

Signature

Signature

Date: _____

Date: _____