APPLICATION FORM

IFES Staff

**STRICTLY PRIVATE AND CONFIDENTIAL**

# **Name:**

# **Position applied for:**

# GENERAL SECRETARY

# **ABOUT IFES**

**We are a movement of students sharing and living out the good news of Jesus Christ. Locally. Nationally. Globally.**

IFES ministry is supported behind the scenes by International Services based in Malaysia, the UK and the USA.

All applicants for a post with IFES will be required to show that they have the necessary aptitude, training and experience relevant to the advertised vacancy. In addition, all applicants should be in full sympathy with our Christian beliefs and be able to endorse the Doctrinal Basis, included in this form.

For details on how we use your information, please see our [privacy policy](https://ifesonline.sharepoint.com/%3Ab%3A/g/hr/uk/EScB6xMzlUZJi1z6YIyOhpIBpnaCxlk-zAWI7vnIF65u4Q?e=k6q2nx)

Please return the completed form by email to dsc@ifesworld.org

a PERSONAL DETAILS

Title:

Surname:

First name(s):

Address:

Telephone number:

Mobile: Skype:

E-mail:

Mailing address if different:

Date of birth:

Nationality:

Passport Number:

**b Family and home life**

Are you Single [ ]  Engaged [ ]  Married [ ]

Spouse’s name and date of birth:

Children’s names and dates of birth:

Is the family you grew up in a united one or a divided one? Comment briefly on the type of home you grew up in:

1. What would be the attitude of your spouse, children, parents or other family members towards you holding the post of IFES General Secretary?
2. Have you any family responsibilities or obligations which might complicate your work?
3. Please list interests, activities, hobbies, membership of organisations, etc.

**c Health**

1. Has there been any divorce, mental illness, or emotional ill-health in your near family? If ‘yes’, can you assess how it might have affected you?
2. Are you taking regular medication for any medical condition?
3. Do you have any other health problems, history of health problems?
4. Have you ever suffered from depression or any mental health condition?
5. Do you have any special dietary requirements?
6. Do you smoke?

**d EDUCATIONAL RECORD**

Please list all schools and colleges/universities which you have attended, giving dates, degrees, diplomas and awards and examinations passed.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Schools/Universities | Dates attended | Degrees, diplomas and other awards | Examinations passed |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Was your university course a residential one?
2. What extra-curricular activities did you take part in?

**e OTHER RELEVANT SKILLS and experience**

First language:

Other languages - please indicate proficiency on a scale of 1-5 (5+excellent):

|  |  |  |  |
| --- | --- | --- | --- |
| Language | Reading | Writing | Oral |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. What other subjects have you studied seriously since leaving college/university?
2. What other skills and achievements do you consider relevant?
3. In what subjects do you desire further instruction and training?
4. Have you attended any IFES conferences or conferences organised by your national movement? Yes [ ]  No [ ]

If yes, please state:

1. Computer software packages used:

**f EMPLOYMENT RECORD**

CURRENT/LAST EMPLOYER

Name:

Address:

Position held:

From: To:

Present/most recent salary: £ pa

Outline of duties and achievements:

Reason why you left/wish to leave:

PREVIOUS EMPLOYER(S)

Name:

Position held:

From: To:

Reason for job change:

Outline of duties and achievements:

Name:

Position held:

From: To:

Reason for job change:

Outline of duties and achievements:

*Please continue if necessary.*

1. What professions or occupations are you qualified for outside of ‘full-time Christian service’?

**g SPECIAL INTERESTS, RECREATION, HOBBIES**

1. What regular exercise or sports do you participate in?
2. How do you spend your leisure time?
3. How far have you developed your hobbies?
4. Please name some of the books you have most enjoyed in the last 3 years.
	1. Secular
	2. Religious
5. What areas of literature, music and the arts do you enjoy?
6. Of what societies or clubs have you been an active member during the past few years?

**H. CHRISTIAN LIFE**

1. When were you converted?
2. Under what circumstances?
3. Describe briefly:
	1. the beginning of your Christian faith
	2. its development and testing
4. Who has influenced you most in your desire to do student work?
5. In your opinion, what should be the relationship of the local student Christian Fellowship and the church?

i. CHRISTIAN SERVICE

1. In what ways have you demonstrated your concern to share the gospel with students from a culture other than your own during the past three years?
2. Leadership experience in college/university:
	1. Name and location of group
	2. Leadership position/s held and duration
3. List specific workers/Christian agencies in overseas settings for whom you pray regularly.
4. Briefly describe what you would do when asked by a student group to provide training in evangelism.
5. Have you initiated any Christian work?
6. Do you prefer to work alone or in a team?
7. Describe the team ministries that you have been involved in
8. What spiritual gifts do you believe you have? How have these been exercised for helping others?

J. WORKING WITH IFES

1. How did you come into contact with IFES?
2. How did you hear about the vacancy? Was it through a personal approach, or via the IFES website. Please state which.
3. What do you at present think of as your main aim and objective in your working with IFES?
4. Why do you think your background, training and experience equip you for this post?
5. What do you think are your strengths and areas requiring development in applying for this post?
6. In seeking to work loyally along the lines of the IFES Basis of Faith, are you aware of any substantial points of which you are not whole-heartedly persuaded, yet might feel duty-bound to defend? (All members of IFES staff are required to sign agreement with the Doctrinal Basis at the back of this application form.)
7. Have you any emphasis in your belief and practice which you know to be controversial within evangelism?
8. a) There is an acknowledged global trend towards a rise in liberalism in all of society. Please comment in a few sentences what your views are regarding this trend.

b) If someone came to you struggling with an aspect of liberalism, would you respond differently in a church context compared with the student context? Briefly explain how and why.

1. Have you ever applied for mission work or student work with another denominational or interdenominational agency?
2. Financially, life with IFES usually requires a modest standard of living. Have you thought through what life for you and your family would be like, and also the possible difficulties when returning to your home country and to your profession when your service with IFES is ended? Have you any questions you wish to raise in this area?
3. Please add any further information you feel will support this application.

K. GENERAL

1. Are you liable for any financial debts?
2. Have you ever been refused a passport?

 If yes, please state reason.

1. To what extent will your family, local church and friends support and pray for you?

L. REFEREES

References will be requested upon a provisional job offer.

**M. DOCTRINAL BASIS**

The IFES doctrinal basis shall be the central truths of Christianity, as revealed in Scripture, including:

* The unity of the Father, Son and Holy Spirit in the Godhead.
* The sovereignty of God in creation, revelation, redemption and final judgment.
* The divine inspiration and entire trustworthiness of Holy Scripture, as originally given, and its supreme authority in all matters of faith and conduct.
* The universal sinfulness and guilt of all people since the fall, rendering them subject to God's wrath and condemnation.
* Redemption from the guilt, penalty, dominion and pollution of sin, solely through the sacrificial death (as our representative and substitute) of the Lord Jesus Christ, the incarnate Son of God.
* The bodily resurrection of the Lord Jesus Christ from the dead and his ascension to the right hand of God the Father.
* The presence and power of the Holy Spirit in the work of regeneration.
* The justification of the sinner by the grace of God through faith alone.
* The indwelling and work of the Holy Spirit in the believer.
* The one holy universal Church which is the body of Christ and to which all true believers belong.
* The expectation of the personal return of the Lord Jesus Christ.

I hereby subscribe fully to the above principles of faith, the Doctrinal Basis of the International Fellowship of Evangelical Students, and I confirm that the facts set out in the application are, to the best of my knowledge, true and complete.

Signed: Date:

DOCTRINAL STATEMENT

Please write, as far as possible in your own words, a brief statement of your beliefs on the following Christian doctrines

You must be able to have fellowship with believers holding to the fundamental truths as expressed in the Doctrinal Basis, even if differing in judgement on certain points eg issues of church order, baptism, details of the second coming etc. Should you be unable to do this, you are asked to say so candidly. If your views on any points differ materially from those usually held by evangelical Christians, please state them at the end of this paper. Thank you.

1. The inspiration and authority of the scriptures

2. The Trinity

3. Humankind’s nature

4. The Work of Christ

5. The person and work of the Holy Spirit

6. Sanctification

7. The Church

8. Spiritual Gifts

9. The destiny of believers and unbelievers

Signature: Date: