



livinghope CENTERS

Employment Application

I understand that nothing contained in the Application for Employment or in the granting of an interview is intended to create an employment contract between myself and Living Hope Centers (LHC). I also understand that no promise or guarantee regarding employment is binding on LHC unless made in writing. If an employment relationship is established, I understand that both LHC and I may terminate my employment at any time for any reason.

Position(s) Applied for: _____ Date of Application: _____

Referral Source: Advertisement Employee Friend Relative Walk-in

Name of Source: _____

Please print all information clearly.

Name: _____

First

Middle

Last

Address _____

Street

City

State

Zip

Phone _____ Cell Phone: _____ Other Phone: _____

Date available for work: _____

Type of Employment Desired: Full-Time Part Time

Employment Status: Unemployed Currently Employed Student

Important. Please read carefully. Before you continue, read our Vision Statement, Mission Statement, Statement of Faith and Statement of Principle below.

To work at our ministry, which is a privately funded religious corporation, you must be able to agree with our Statement of Faith and our Statement of Principle.

If you do not agree with either of these statements, there is no judgment being made on you personally. It is simply an indicator that this particular ministry is not for you. We hope you will find another organization to volunteer for that better fits your belief system.

Show Low Center 1901 E. Deuce of Clubs Show Low, AZ 85901 (928) 537-9032

Springerville Center 109 C Street Springerville, AZ 85938 (928) 333-0597

Whiteriver Center P O Box 1990 Whiteriver, AZ 85941 (928) 338-1830

Hopeful Treasures Resale Boutique 1901 E. Deuce of Clubs Show Low, AZ 85901 (928) 537-8161

Childhood Enrichment Center 109 C Street Springerville, AZ 85938 (928) 333-1054



VISION STATEMENT

We are a pro-life ministry fostering hope in the lives of individuals and families.

MISSION STATEMENT

We empower Christ followers through a unique partnership opportunity to evangelize, provide services that protect the unborn, mentor students and parents and heal the hurting.

STATEMENT of FAITH

1. We believe the Bible to be the inspired, infallible, authoritative Word of God.
2. We believe there is no other Gospel of Jesus Christ than that which is found in the Bible.
3. We believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, the bodily resurrection, His ascension to the right hand of the Father and His personal return in glory and power.
4. We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential and that this salvation is received through faith in Jesus Christ as Savior and Lord and not as a result of, or in addition to, good works.
5. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a Godly life and perform good works.
6. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.
7. We believe the church of Jesus Christ is made up of all true believers, regardless of denominations.

STATEMENT of PRINCIPLE

- LHC is an outreach ministry of Jesus Christ through His Church. Therefore, LHC, embodied in its staff and volunteers, is committed to presenting the gospel of our Lord as found in the Bible, both in word and deed, to our clients. Commensurate with this purpose, those who labor as employees and volunteers are expected to know Christ as their Savior.
- LHC is committed to provide its clients with accurate and complete information about both prenatal development and abortion.
- LHC is committed to helping parents learn positive, nurturing and healthy parenting skills.



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- LHC is committed to assisting women to carry their babies to term by providing emotional support and practical assistance, including shelter in Hope House, if needed. Through the provision of God’s people and the community at large, the women may face the future with hope.
- LHC never discriminates in providing service because of race, creed, color, national origin, age or marital status of its clients.
- LHC never advises, provides, or refers for abortion or abortifacient.
- LHC offers assistance free of charge at all times.
- LHC is committed to creating awareness within the local community of the needs of pregnant women and of the fact that abortion only compounds human need rather than resolving it.
- LHC does not refer single women for contraceptives. Health issues relevant to birth control will be discussed but not promoted as a solution. Abstinence will be the only solution advocated.
- LHC is not biased toward adoption when compared to the alternative of parenting. Our clinic is not an adoption agency and we are independent of any adoption agency. Our purpose is to make sure our birth mothers are well prepared for their decisions and to act as their advocates. We do not charge money for any of the services we provide in an adoption.

I have read and agree with the Statement of Faith and Statement of Principle.

Are you a Christian? Yes No

What is a Christian?

What are your feelings on abortion?

Is abortion ever justified? Yes No



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Please explain: _____

Have you ever been convicted of, or plead no contest, to a crime other than a minor traffic violation, or are you now under charges for a criminal offense? (A criminal conviction will not necessarily disqualify you from consideration.)

Yes No If yes, please explain:

Employment History - Provide the following information of your previous and current employers, assignments or volunteer activities for the past five years, starting with the most recent (use additional sheets if necessary). Explain any gaps in employment in the comments below.

Employer 1: _____

Address: _____

Phone: _____ Supervisor: _____ May

we contact for reference? Y N Later Dates of Employment: _____ to _____

Salary: _____ / _____
Starting Final

Starting Job Title: _____ Final Job Title: _____

Duties/Responsibilities:

Reason for leaving:

Employer 2: _____

Address: _____

Phone: _____ Supervisor: _____ May

we contact for reference? Y N Later Dates of Employment: _____ to _____

Salary: _____ / _____
Starting Final

Starting Job Title: _____ Final Job Title: _____



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Duties/Responsibilities:

Reason for leaving:

Employer 3: _____

Address: _____

Phone: _____ Supervisor: _____ May

we contact for reference? Yes No Later Dates of Employment: _____ to _____

Salary: _____ / _____
Starting Final

Starting Job Title: _____ Final Job Title: _____

Duties/Responsibilities:

Reason for leaving:

Education – List last three schools attended starting with High School.

School	# Yrs Completed	Achieved	Major	Minor

Experience – Please check all that you are proficient in, have done, or can perform.

Computer Programs

- Access Excel GiftWorks InDesign Office Hours Outlook PageMaker Photo Shop
- PowerPoint QuickBooks Word Other (Please specify): _____



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Areas of Knowledge

- Abuse Support
- Adoption Support
- Business
- Counseling/Therapy
- Desktop Publishing
- Domestic Violence
- Grant Writing/Development
- Graphic Design
- Finance/Accounting
- Fundraising
- Management
- Research/Evaluation
- Video Production
- Writing/Editing
- Other (Please specify): _____

Languages

- Sign Language
- Spanish
- Other (Please specify): _____

Skills

- Clerical/General Office Duties
- Customer Service
- Data Entry
- Public Relations
- Public Speaking
- Purchasing
- Scheduling
- Other (Please specify): _____

Is there any other information you would like us to consider that you feel is applicable to the position you are applying for?

References - List three business/work references, not related to you, who are not previous supervisors. If not applicable, list three school or personal references not related to you.

Name	Title	Employer	Phone	Yrs known



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Applicant Statement

I understand that the completion of this application does not indicate there are open positions and does not obligate Living Hope Centers in any way. If accepted, employment in the position offered will be subject to a determination of physical and mental capability by a physician approved by LHC in accordance with the provisions of LHC's EEO plan for the handicapped.

I further understand that this application will be retained for active consideration for sixty (60) days from the date submitted; however, I may reactivate my application for additional 60-day periods upon proper notification to LHC. I hereby certify that my answer to each of the previous questions is true. I authorize the procurement of all available information from past and present employers and other applicable sources and realize that any evidence of falsification of information on this application may be considered adequate cause for discharge. If the position for which you will be considered requires a background check, your offer of employment will be contingent upon receipt. Public Law 91-508 requires that we advise you that a routine inquiry may be made which will provide applicable information concerning character, general reputation, personal characteristics and mode of living. Further information on the nature and scope of such report, if made, will be made available to you upon written request. All information required in this form is necessary to process your application properly and to enable LHC to comply with state and federal laws and regulations.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Applicant's Signature

Date

***Email completed application to Jessica at jessica@livinghopecenters.org.**

Office Use Only

Application Reviewed by: _____ Date: _____ Set

Up Interview for

Date: _____ Time: _____ am/pm

Result of Interview:

Did not hire Hired, dependent on reference calls, effective _____

Please use the Reference Checklist to document the references. Include with the application for permanent record.

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