

# Name

Address

City, State Zip Code

Email Address (if checked regularly)

Phone number

Scripture of your choice that you use to define your  
ministry

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- Contents of Folder: PowerPoint Slideshow CD or DVD, CD, or  
Tape of  
Lesson Taught or Preaching

## **Philosophy of Ministry**

This is an area to state your goals in ministry (what you hope to bring to ministry and what you want others to take from it). This is also, the area where you state how you are going to meet the goals of your ministry goals, as well as those set by the congregation. This may take more than one page, but try to be simple and direct.

## **Education: University Name**

List your degrees.

List activities you were involved in at school

List any certifications received that weren't previously listed

List your Bible courses or courses of interest with a brief description of what you learned

- Example: Principles of Biblical Interpretation - How to study the Bible, using principles of interpretation derived from the Scripture, the nature of language, and the process of thought

This is also the area, where you share how you are continuing your education for ministry. List lectureships that you attend and what you have learned from each one that has helped in your ministry.

# Personal Information

Christian Birth date

Information about Family- Wife and kids

How do they support your ministry?

How involved are they?

Any other information you find important that applies to the ministry

**Things to not include:** Anything that could cause discrimination

# Church Name

## Location, Dates

Size of youth group:

Example: Youth minister for approximately 50 teenagers

Responsibilities:

- List all your most important responsibilities  
Example: Developing relationships with the teens

Service Activities:

- List important service activities with a brief description  
Example: Annual Rake and Run - Teens go from house to house of older people who are housebound raking leaves, bagging them, and leaving as quickly as possible to go to the next yard.

Spiritual Activities:

- Include spiritual activities with a brief description  
Example - Movie and a Devotional - Every week during the summer, we go see a movie or stay in to watch a movie and discuss spiritual applications from the film.

Social Activities:

- Include your social activities with a brief description  
Example: Scavenger Hunt – Coordinated an annual summer scavenger hunt with each team being led by an elder and his wife to encourage elder involvement with the youth group

# Church Name

## Location, Dates (continued)

### Mission Trips:

- Include all mission trips with a brief description of each trip and your mission efforts

Example: *Summer 2007: Kentville Nova Scotia Vacation Bible School* – Conducted planning meetings to help teens prepare for puppet shows, teaching classes, decorating for VBS, and interacting with children

### Other Trips:

- Include all other trips with a brief description of each trip  
Example: Banner Elk, North Carolina- Supplement to Winter Fest – Youth spends a weekend with teens from other congregations in fellowship, outdoor activities (skiing), and attending the youth rally led by Freed Hardeman students.

In addition to youth responsibilities, I have also been involved in the following for church name:

- List all other responsibilities for that congregation  
Example: Song Leading

**Church Name #2**

**Location, Dates**

Same type of information as Church #1

## **Professional Profile**

State your professional qualifications, or the qualifications that are professionally based that a church would expect of you

- Skills (computer, language, leadership, communication)
- Certifications
- Other

## **Extra-curricular Ministries**

### **Dates**

- Did you go on a mission trip or campaign while in school?
- Were you involved in campus ministry?
- When and where did you publicly speak?
- Tell about any classes you taught with example lesson topics and a brief description
- What new ideas or activities did you introduce to the group?
- What goals did you achieve?

## **Publications**

List any publications of something you have written

- Example: Column regularly appearing in TC Magazine, which is published by Harding University Center for Church and Family. Some topics included modesty in the church, the effects of pornography on a marriage, and sharing the gospel in our changing generation

# Ministry for Preaching

## Location, Date

Responsibilities: List all responsibilities expected of you by the church

- Example: Develop relationships with congregation members

Service Activities: List acts of service you did

- Example: Brought teens to meet weekly with the shut-ins and conduct devotionals for them

Teaching: List ages taught and include topics

- Example: Wednesday night teen Bible class – Studied the book of James, Christian Evidences, and Purity

Other Responsibilities: List other responsibilities that were performed, but not required

- Example: Song Leading

Preformed pre-marital counseling for young couples in the congregation

# **Children's Ministry**

## **Location, Dates**

List responsibilities:

- Example: Building relationships and trust with both parents and their children

Spiritual Activities:

- Example: Sunday School teacher for grades 3-6, emphasizing Bible literacy

Recreational Activities:

- Example: Planned and organized Day Camp for grades 1-3, which included teaching Bible lessons, playing games, a trip to the zoo and water park, and playing LazerCade