



*Nazareth Farm is a community of volunteers inspired by the Gospels and Catholic Social Teaching focused on prayer, community, simplicity and service. We are devoted to developing relationships and eliminating sub-standard housing through home repair in rural West Virginia.*

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## **Staff Application Form**

*Please complete the following information and mail or email your completed application to Nazareth Farm, att: Executive Director*

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### **I. Personal Information**

Name: \_\_\_\_\_

Name you prefer to be called: \_\_\_\_\_

Present address:

Permanent address (if different):

Email: \_\_\_\_\_

Phone number: \_\_\_\_\_

Best way to reach you:      Phone                      Email

Best time to reach you: \_\_\_\_\_

How did you first learn of Nazareth Farm?

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Family member   | <input type="checkbox"/> Past volunteer experience | <input type="checkbox"/> Nazareth Farm staff   |
| <input type="checkbox"/> Friend          | <input type="checkbox"/> Facebook                  | <input type="checkbox"/> Nazareth Farm website |
| <input type="checkbox"/> Campus minister | <input type="checkbox"/> Service learning class    | <input type="checkbox"/> Other: _____          |

## II. Commitment

*Service with Nazareth Farm requires a one-year commitment. By saying yes to Nazareth Farm, one is expected to live out the year (renewable) commitment, attend all retreats, participate in community activities, and contribute actively in the area.*

Date available to join staff: \_\_\_\_\_

Desired length of service: \_\_\_\_\_

*Please allow 2-5 months for processing your application. After reviewing your application, there will be a phone interview and possible in-person interview during a service retreat.*

Are there any family, financial, or personal obligations that would interfere with you making a one-year commitment to Nazareth Farm (e.g., loans, weddings, graduations, graduate school)?

If you have any debts, how do you intend to pay them off while you are a volunteer?

Nazareth Farm volunteer staff receives room and board, major medical insurance, and a monthly personal stipend of \$150. The stipend increases after 1 year.

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| Can you live within this budget?                               | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Do you currently have health insurance?                        | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Would your current health insurance cover you if you are here? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

*Note: before coming to Nazareth Farm as a staff member on our insurance, a physical exam is required within three months of the beginning of a commitment.*

### **III. Application Questions**

*We wish to hear about your life experience. Your candid answers to the following questions will help you and the community at Nazareth Farm examine your desire to serve and to carry out Nazareth Farm's mission of service, justice, and peace.*

*Please type your answers to the following questions on a separate sheet.*

1. What attracts you to the ministry of Nazareth Farm, an organization involved in the service of home repair in Appalachia?
2. Comment on your ability to work with people of differing ages and a variety of cultures. Include any examples of experiences such as travel or life overseas, work with youth or elderly, rural populations, or inner city.
3. What social and/or justice issue concerns you most? What draws you to this issue and how have you increased your awareness or worked towards justice with this issue?
4. What is your understanding and experience of a simple lifestyle? Why are you drawn to the simple lifestyle of Nazareth Farm?
5. Describe your personal prayer practices. Describe your communal prayer practices.
6. Describe your current involvement with a church or faith community. In what way does this nourish your relationship with God?
7. What has been your experience working/serving/praying with people of differing expressions of Catholicism and other faiths?
8. What is your understanding of an intentional Christian community? How do you imagine it to be different from living with friends, family, and/or roommates?
9. Describe your leadership style and an example of a time you've led a group. In what areas of leadership do you shine and what are your areas for growth?

### **IV. Resume**

*Please submit a resume of no more than two pages. Include all of the following: contact information, education and training, work experience, volunteer experience, related skills and experience, and honors and awards received.*

## V. References

*Please list three people whom you've asked to complete your references. They should know you well, be able to judge your general character, motivation, employment record, and be able to evaluate your qualifications for service with Nazareth Farm. Please have them fill out the reference forms found at [www.nazarethfarm.org/join-staff](http://www.nazarethfarm.org/join-staff)*

*Name a spiritual/character reference, one that has been your employer/supervisor, and one that has been a roommate/friend.*

*None of the references may be a relative, spouse, partner, or significant other.*

Reference	Name
Spiritual	
Employer	
Friend	

## VI. Criminal Record Search Release

*Nazareth Farm's ministry calls us to service with people of various ages. In order to provide the safest environment possible for children, we are required by law to conduct a national criminal background check on all volunteers and staff applicants.*

I, (full name) \_\_\_\_\_, authorize Nazareth Farm, Inc. to run a national criminal background check.

Birth Date: \_\_\_\_\_ Gender: Male Female

Social Security Number: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Have you ever been convicted of a felony? Yes No

If yes, please explain:

Have you received a driving violation within the last 2 years? Yes No

If yes, please explain:

## VII. Self-Reflection Form

*Please evaluate yourself in each of the categories listed below and check the box that you feel best describes how you typically behave. Be thoughtful; please do not give all 1's or 5's.*

	1. Almost Always	2. Usually	3. Occasionally	4. Rarely	5. Almost Never	Unable to Judge	Comments
Get along well with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have a healthy self-esteem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Enjoy living with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Share feelings with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maintain a neat and clean living space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Talkative with strangers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Know my limits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Care for my needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Enjoy alone time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Use time effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Interact with people who are economically poor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Interact with people who are elderly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Interact with people who are politically different from myself	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Interact with people who are theologically different from myself	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Use positive leadership skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

List three adjectives that best describe you:

\_\_\_\_\_

I attest that all the information contained in this application is true. In submitting this application I understand and agree that all materials become property of Nazareth Farm for review and that none of the materials will be returned to me.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_