



# MULTNOMAH

## BIBLE COLLEGE AND BIBLICAL SEMINARY

### MINISTRY POSITION FORM

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

Name of Church/Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Web Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

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

#### Position Information

Position Title: \_\_\_\_\_  Full time  Part-time

Attach a printed **job description** and/or write a brief summary of responsibilities and requirements:

Experience Required:  No Preference  3+ Years  5+ Years  10+ Years

Date Position available: \_\_\_\_\_ Is this a new position, restructure, or replacement?

Reason and date pastor resigned/left church (if applicable):

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Please include the following information even if the exact figures are not currently available to you.  
Thank You!

**Salary Structure** (estimates)

Plus the following benefits:

- Housing Allowance
- Auto Allowance
- Hospitalization
- Retirement

Base salary:

- Parsonage provided
- Vacation
- Study/Education (wks/\$)
- Moving Expenses
- Other

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**Church Profile**

Church Denomination:

Location of Church:     Inner City         Urban             Suburban         Rural

Please check the other paid staff in the church (F=full time, P=part-time)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Senior Pastor                         | <input type="checkbox"/> Outreach Ministry     | <input type="checkbox"/> Senior Adult Ministry      |
| <input type="checkbox"/> Associate (General Pastoral Ministry) | <input type="checkbox"/> Children's Ministry   | <input type="checkbox"/> Prayer Ministry            |
| <input type="checkbox"/> Youth Ministry                        | <input type="checkbox"/> Discipleship Ministry | <input type="checkbox"/> Visitation Ministry        |
| <input type="checkbox"/> Women's Ministry                      | <input type="checkbox"/> Adult Ministry        | <input type="checkbox"/> Family/Counseling Ministry |
| <input type="checkbox"/> Worship/Music Ministry                | <input type="checkbox"/> Administration        | <input type="checkbox"/> Small Group Ministry       |
| <input type="checkbox"/> College/Singles Ministry              | <input type="checkbox"/> Assimilation Ministry | <input type="checkbox"/> Other                      |

Years church in existence:

Senior Pastor graduate of:

Membership:

Total \_\_\_\_\_      Adult S.S. \_\_\_\_\_      Worship AM \_\_\_\_\_      Worship PM \_\_\_\_\_  
Jr. High \_\_\_\_\_      Sr. High \_\_\_\_\_      College \_\_\_\_\_      Children \_\_\_\_\_

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**Candidate Preferences**

- Age:                     No Preference
- Gender:                 Male             Female         Either
- Marital Status:       Married         Single         Either

We would like Multnomah Bible College to share our placement need with other credible Christian placement services.     Yes     No

So that our records may stay current and you do not continue to receive inquiries and resumes, **please notify the Career Center Office as soon as this position has been filled** and/or you no longer desire to receive resumes. **Thank You.**