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Cover letter to application -

As you have expressed a desire to be an Elder at DCC, we ask that you complete the attached application. The application is designed to obtain information necessary for your review process for the position.

We at DCC examine Elder candidates in light of scripture and utilize both congregation members and the Elder Council to do this. The congregational aspect of the review is completed in two ways. First, the Leadership Commission is designated by the constitution and appointed by the Elder Council to carry out the administrative aspects of the process and the initial review of the application. This includes ensuring the application is fully completed, contact of personal references, affirmation of membership and planned regular giving practice (not amount), as well as meet with the candidate for an interview and time of prayer.

Second, the congregation is involved via the constitutionally directed four week posting and review process.

Upon recommendation of the Leadership Commission, the Elder Council will meet and examine you based on scripture and your answers on the application. The Elders will make a determination and forward approved candidate names for the above-mentioned congregational review.

All application information will be treated with confidentiality. All Leadership Commission members and Elders involved in the application/evaluation process have been instructed regarding the need to maintain confidentiality for the process and have agreed to do so.

By your completing and submitting this application for consideration, you agree that all information can be used by the Leadership Commission and Elders to determine your qualifications for the position.

Elder Council Chair

Leadership Commission Chair

Attachments:

- Application form
- "Qualification of an Elder"
- DCC Constitution

DAMASCUS COMMUNITY CHURCH
Elder Candidate Application

Date / /

General Information

Name: _____ Home or Cell Phone _____

Street Address _____ Work Phone _____

City, State, Zip _____ Email _____

Marital Status _____ Date of Marriage _____

Have you or your wife ever been separated, divorced or had a marriage annulled? _____ (If yes, please be prepared to discuss completely with the Elder Council)

Briefly describe your immediate family as it is today, including other relatives who live in your house.

Length of membership at DCC? _____ Wife? _____ Children? _____

Present Occupation _____ Employer _____

Have you completed a background check to be able to work with youth at DCC?

Personal Information

Describe some of your favorite family activities.

What are some of the most significant books you have read in the past year?
What magazines do you read regularly?

Are you able to meet all your current financial obligations? Does that include planned regular giving to DCC? Have you had a past bankruptcy? (If yes, please be prepared to discuss completely with the Elder Council)

Are you meeting with a counselor currently? If so, please be prepared to discuss the circumstances with the Elder Council.

What is your practice in maintaining personal accountability for your conduct and attitudes? (For example – an individual or small group that holds you accountable.)

What are your convictions on the use of alcoholic beverages, tobacco, and other drugs?

What are your convictions regarding television, movies, music and other forms of entertainment?

Spiritual Background

Briefly share your testimony of how you came to Christ.

In what ways have you seen God working in your life in the past year?

What area of your life do you feel needs the most growth?

Briefly describe the spiritual disciplines or personal habits in your devotional life.

What is your practice pertaining to family devotional life?

What is/are your spiritual gift(s) and how does that gift(s) relate to your ministry?

What is your conviction regarding creation (Gen. 1 & 2)?

Do you agree with the DCC Statement of Faith (Article 3)? (Copy included)

Are you able to support and work under the authority of the present DCC constitution?

Ministry Experience

Please list past and present ministries including church or para-church and length of time served.

What do you consider to be your strengths and weaknesses in ministry?

How do your wife and family feel about your being an Elder? May the Leadership Commission and/or Elders speak with your wife and family regarding your application?

In what ways have you seen God using you in the life of others?

Philosophy of Ministry

What are your beliefs about church discipline? (See attached constitution)

What is your view and experience of church government (Elders, Line of authority, etc.)?

What are your convictions related to church stewardship and finances?

What place does evangelism have in your ministry? What methods have you used?

What is your approach to make disciples?

References

The DCC Leadership Commission has been delegated the responsibility to check references related to the following qualification - "Has a good report or reputation with outsiders; I Tim. 3:7." Please supply the name, address and phone number of two references Leadership Commission members may contact. The references should be co-workers and/or neighbors that are non-family related.

Spiritual Qualifications

Please review the qualifications of a DCC elder as recorded in Article V, Government, Section C – The Office of Elder, 2. Qualifications our Constitution –

Also read the attached document discussing these qualifications as DCC interprets them.

As you review the qualifications list and attached document, are there concerns you have regarding your qualifications to be an Elder? _____. If so, please be prepared to discuss these generally with the Leadership Commission and specifically with the Elder Council.

Applicants Name

Date