

# CANDIDATE QUESTIONNAIRE FORM FOR POSITION OF PRESIDENT & CEO, BAPTIST FOUNDATION OF SC

<b>FOR OFFICE USE ONLY:</b> Candidate # _____
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Please complete this application summary with brief comments and attach a detailed resume.  
Send in an envelope marked "CONFIDENTIAL" to: Baptist Foundation of South Carolina  
Presidential Search Committee  
190 Stoneridge Drive  
Columbia, SC 29210-8239

## PERSONAL INFORMATION

Full Name:
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Are you eligible to work in the US?  YES  NO

Have you ever been bonded?  YES  NO

Have you ever been refused bond?  YES  NO

If YES, state the reason and date:

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Have you ever been convicted of a crime other than a minor traffic violation?  YES  NO

If YES, state date, court, and place offense occurred:

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Have you ever held a position of trust (handling money or confidential material)?  YES  NO

If YES, indicate the position and responsibilities involved:

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## EMPLOYMENT INFORMATION

Does your present employer know of your desire to seek other employment?  YES  NO

Why do you desire to make a change in employment?

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Are you willing to travel and be away from home evenings and weekends if required?  YES  NO

If NO, explain:

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## EDUCATIONAL AND PROFESSIONAL INFORMATION

Highest Earned Degree	Institution / City / State
Professional Designations (e.g., JD, CPA, CFRE, etc.)	
Membership in professional organizations	

**CHURCH AFFILIATION**

Church Name	City / State	Denomination
Level of knowledge of South Carolina Baptists		
Level of knowledge of The Southern Baptist Convention		

**Please share your personal testimony of your relationship with Jesus Christ and how it has impacted your life and leadership.**

**PRIOR 15 YEARS OF EMPLOYMENT EXPERIENCE** *(current employer will not be contacted without authorization)*

CURRENT Employer	CURRENT Title	# of Years Employed
NEXT PRIOR Employer(s)	Title	# of Years Employed

**How has your leadership enhanced the impact of your current organization?** *(Limit responses to space provided)*

**Most significant achievement:**

**Most significant challenge:**

Provide your years' experience and summarize your experience (in space provided) in each category:		
	Years	Summary
Senior Management		
Senior Staff Supervision		
Budget Preparation		
Investment Management		
Communications		
Planned Giving		
Campaign Fundraising		
Grants		
Foundation		
Mission		
Board		
Organizational Change		
Public Presentations/ Speaking		
Ministry/ Non-Profit Leadership		
Working with Baptist Organizations/Ministries		
Computer/Technology Proficiency		
Other Relevant Experience		

**PERSONAL ATTRIBUTES**

<b>What adjectives do others use to describe you?</b>			
<b>What personal values and philosophy guide you?</b>			
<b>From the list below, which words would you select to describe yourself? (Check all that apply.)</b>			
<input type="checkbox"/> Ambitious	<input type="checkbox"/> Expressive	<input type="checkbox"/> Methodical	<input type="checkbox"/> Analytical
<input type="checkbox"/> Forceful	<input type="checkbox"/> Enthusiastic	<input type="checkbox"/> Systematic	<input type="checkbox"/> Contemplative
<input type="checkbox"/> Decisive	<input type="checkbox"/> Friendly	<input type="checkbox"/> Reliable	<input type="checkbox"/> Conservative
<input type="checkbox"/> Direct	<input type="checkbox"/> Demonstrative	<input type="checkbox"/> Steady	<input type="checkbox"/> Exacting
<input type="checkbox"/> Independent	<input type="checkbox"/> Talkative	<input type="checkbox"/> Relaxed	<input type="checkbox"/> Careful
<input type="checkbox"/> Challenging	<input type="checkbox"/> Stimulating	<input type="checkbox"/> Modest	<input type="checkbox"/> Deliberative

**MANAGEMENT STYLE/EXPERIENCE**

Describe your predominant management styles and strengths.

List (in the space provided only) 3 ways your background and experience will help you lead the BFSC forward.

1.

2.

3.

**REFERENCES**

List 5 references (professional colleague, pastor, someone who has supervised you, someone you have supervised, other) whom we may contact prior to an interview.

Name	Title	Address	Telephone	Email

We appreciate your interest in our organization. Applications are received and employees are hired without regard to age, race, creed, color, sex, national origin, marital status, physical or mental handicap, veteran's status or citizenship status. The receipt of this application does not obligate us in any way.

**APPLICANT'S STATEMENT (read carefully)**

*The facts set forth in my attached resume and this candidate application are true and complete. I understand that if I am employed, false statements on my application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation on my personal history, motor vehicle records, criminal records, and financial and credit records through any investigative or credit agencies or bureaus of your choice in compliance with applicable laws or statutes. If I am selected for your "short" list, you will contact me and ask for letters of recommendation. I understand that you may request additional records and information from me. I understand that employment at this organization is "at will", and includes no guarantee, contract, or promise of employment for any specified length of time.*

*I authorize the use of any information in this application and any attached supplements to verify my statements, and I authorize the past employers, schools, churches, and any other persons or organizations, whether or not identified in this application, to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any and all liability or damages on account of having furnished such information.*

Signature of Applicant	Date