



## Ministry Staff Agreement

(To be completed after an invitation to join our staff has been offered.)

Employee's Name \_\_\_\_\_

Social Security # \_\_\_\_\_ Driver's License # \_\_\_\_\_ State \_\_\_\_\_

Date of Birth \_\_\_\_\_

Ministry Department or Project Name \_\_\_\_\_

**I. Agreement with A.C.T.** – I understand that A.C.T. Intl is an expression of the Historic New Testament Christian Church and as such, I have read the following documents and indicate by initialing beside each item that I agree to abide by the Doctrines, Policies, and Procedures outlined in them.

1. *ACT Mission & Vision* \_\_\_\_\_

Comments:

2. *Doctrinal Statement* \_\_\_\_\_

Comments:

3. *A.C.T. Policies* \_\_\_\_\_

Comments:

4. *Ministry Standards* \_\_\_\_\_

Comments:

5. *Missional Covenant* \_\_\_\_\_

Comments:

**II. References** (list three ministry and/or personal references with phone numbers)

A. \_\_\_\_\_

B. \_\_\_\_\_

C. \_\_\_\_\_

**Your References will be called and a Background Check will be preformed.**

### III. Ministry Staff Candidate Orientation

\_\_\_\_ I have attended the Ministry Staff Candidate Orientation. Date attended: \_\_\_\_\_

\_\_\_\_ I agree to attend the Ministry Staff Candidate Orientation within the next 4 months.

### IV. Ministry Staff Status (Indicate the status below that you believe best describes your initial status. Official Status will be determined by A.C.T. Intl. This can be re-evaluated as your ministry efforts move forward.)

\_\_\_\_ **Short-term Project Director** - Approved to raise support for a specific short-term ministry project, such as a missions trip, outreach/evangelistic event, or an emergency relief project. No individuals may receive personal compensation or benefits from the support raised for this project. Often, individuals who work with *A.C.T. Intl* to direct a short-term project go on to consider becoming *A.C.T. Intl* Ministry Staff.

\_\_\_\_ **Volunteer Ministry Staff** - Approved to raise unlimited support for your ministry department, though you may not receive personal compensation or benefits without applying for a ministry status change to Bi-vocational or Full-time staff. Many of these volunteer staff desire to raise enough support to at least become Bi-vocational, and some aspire to become occupationally Full-time in ministry through *A.C.T. Intl*

\_\_\_\_ **Bi-vocational Ministry Staff** - Part-time in ministry with *A.C.T. Intl* – 29 or less hours a week in ministry. A portion of your personal compensation and benefits may come from the support raised by your ministry department. You work a market-place day job or in some other way receive business income and/or personal compensation. Many of these individuals desire to raise enough support to become Full-time in ministry through *A.C.T. Intl*.

\_\_\_\_ **Full-time Ministry Staff** - Full-time in ministry with *A.C.T. Intl* – 1000 hours or more per year in ministry. These individuals receive their full personal compensation and benefits from the support raised by their ministry department.

### V. Ministry Department Set-up Fees Required

\_\_\_\_ **Ministry Department Set-up Fee** – \$100.00 (due upon acceptance)

\_\_\_\_ **Department Set-up Coach** – I understand that a Ministry Coach will guide me through the process of setting up my ministry department. I agree to have 10% of all revenue received in my department (in addition to the 10% administration assessment) transferred to my coach's ministry fund until \$200.00 is paid in full.

### VI. Agreement Confirmed

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Byron L. Spradlin, President

\_\_\_\_\_  
Date