

Full Name  
Address  
City, State/Province, Postal Code  
Country  
Phone Numbers  
Email Address

Objective: (Please detail YOUR personal objective for ministry.)

Qualifications: (Please list any unique qualifications for ministry.)

Education: (Please give graduation dates and degrees earned)

1990-1992

1993-1995

Employment:

**As a reminder please list all: paid and volunteer positions, preparation time for teaching and preaching, wedding and funeral experience.  
(For each ministry listed below show estimated weekly activities and associated hours worked)**

02/2002-- 2/2003 (List number of weeks position was held - i.e. 52 weeks)

Interim Pastor, Grace Bible Church, 1234 Any Street, Someplace, IN 55425, Supervisor: Sr. Pastor, Rev. John Smith,  
Phone: 555-123-1234

Duties included:

Preaching including preparation time - 15 hours weekly

Teaching of mid-week services including preparation time - 15 hours weekly

Counseling - 2 hours weekly

Hospital and Shut-in visitation - 3 hours weekly

Oversee all church ministries and programs under the direction of the Sr. Pastor - 3 hour weekly

Prepare and equip members for ministry - 2 hours weekly

Total hours spent per week for the above activities on a weekly basis: 40 hours per week

Total hours spent in ministry for weekly activities per year and number of years (i.e. the number of hours spent in ministry each week by the number of weeks in the position): Example 40 hours per wk. X 52 weeks = 2080hours.

**Additional experience not on a weekly basis:**

Organize and attend weekend retreats - 40 hours 2x's yearly

Organize and participate in short-term mission trips -50 hours yearly

Follow up on visitors and absentee members - 2 hours weekly

Officiated 3 weddings

Officiated 1 funeral

Total hours of experience for this ministry: \_\_\_\_\_

12/2001-02/2002 (64 weeks)

Campus Life Director, Iroquois Valley Youth for Christ, 1234 Any Street, Someplace, IN 55425, Supervisor: Rev. James Doe,

Phone: 555-123-1234

Duties Included:

Plan and run weekly Campus Life meeting - 4 hours

Oversee Jr. High and Elementary ministries - 3 hours

Plan and teach weekly Student Leaders team meeting - 3 hours

Recruit and train volunteers - 2 hours weekly

Total hours spent per week for the above activities on a weekly basis: 12 hours per week

Total hours spent in ministry for weekly activities per year and number of years 768 hours

**Additional Experience not on a weekly basis:**

Organize and attend weekend retreats and training - 40 hours 3X's yearly

Total hours of experience for this ministry: \_\_\_\_\_

11/1995-10/2001 (312 weeks)

Youth Pastor (Volunteer/Part-time), River Valley Church, 1234 Any Street, Someplace, IN 55425, Supervisor: Sr. Pastor, Rev. John Smith,

Phone: 555-123-1234

Duties included:

Plan and teach weekly Sr. High meeting - 3 hours

Oversee Jr. High Ministry - 3 hours

Preach at youth services including preparation time - 4 hours

Total hours spent per week for the above activities on a weekly basis: 10 hours per week

Total hours spent in ministry for weekly activities per year and number of years 3120 hours

**Additional experience not on a weekly basis:**

Preach to congregation in the absence of the Sr. Pastor -15 hour 4 x's yearly

Plan and attend youth retreats and camps -80 hours yearly

Total hours of experience for this ministry: \_\_\_\_\_