

Becoming a Volunteer Family

Thank you for your interest in serving the Lord by becoming a part of the Volunteer Family Program at Wears Valley Ranch! If you have questions at any point during the application process, please call our Counseling Center office at 865-429-0372 or e-mail employment@wvr.org.

Step One: Application

Have each spouse complete their own portion of the Wears Valley Ranch Application, and attach a recent photograph of yourselves to the cover. Mail your completed application to the attention of the “Counseling Center” at 100 One Fine Place, Sevierville, TN 37862 or email it to employment@wvr.org

Step Two: References

Ask three separate references who can refer you as a couple to complete one of the forms and mail it to the attention of the “Counseling Center” at 100 One Fine Place, Sevierville, TN 37862 or email it to employment@wvr.org

Step Three: Interview

Once the appropriate residential staff have reviewed your application, our Director of Biblical Counseling will contact you to discuss more details about the program and to get to know you better. If you both decide to proceed, we’ll arrange a home study.

Step Four: Read the Volunteer Family Handbook

It’s a good idea to read the handbook before you apply, but at the Home Study you will need to sign a paper affirming that each spouse has read this document in its entirety.

Step Four: Home Study

Our Director of Biblical Counseling will visit at a time when all the family members who will be in your home when you host Ranch students are present. He will complete a brief questionnaire about the layout of your home that is required by the state of Tennessee, and have you sign several other required documents.

Step Five: Fingerprint Background Check

We will arrange and pay for each spouse to be fingerprinted at a time and location that is convenient for you.

Step Six: Paperwork

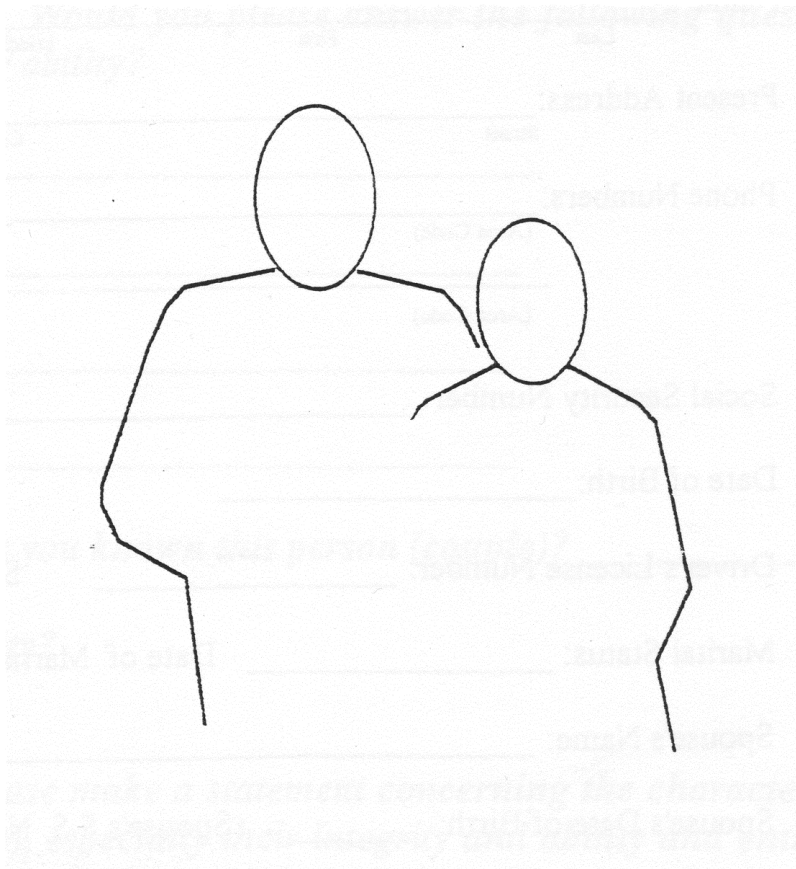
As required by the state of Tennessee, we will need a copy of your marriage certificate and any past certificates of divorce. We will also need proof of recent (within the past 3 months) physical examinations for each family member and negative TB tests for each spouse.

Step Seven: Ongoing Training

Once a year, we will have an opportunity for you to meet the continuing education requirements given by the state. In the past we have asked Volunteer Families to read a book or several articles on the topic of Biblically ministering to children in need or have offered training sessions at the Wears Valley Ranch Campus. We hope these opportunities are helpful for you in your ministry at the Ranch and elsewhere!

*please attach
a recent photo*

It takes
a very special couple
to fill this spot



Thank you for your interest in serving at Wears Valley Ranch. In order to help us get to know you better, please print a copy of the complete application. Submit the three reference forms to different individuals who know you well and have each of them mail the completed reference form to the attention of "Counseling Center" at 100 One Fine Place Sevierville, TN 37862. Complete the remaining portion of the application, attach a recent photograph of yourself, and mail to the same address. May God guide you as you seek a place to minister to others.



Wears Valley Ranch
Employment Application
100 One Fine Place
Sevierville, TN 37862

Husband Application

Date of Application: _____

Position Applying For: _____

Available Start Date: _____

Name: _____
Last First Middle (Nickname)

Present Address: _____
Street City State Zip

Phone Numbers: _____
(Area code) (Area code)

E-mail address: _____

Social Security Number: _____

Date of Birth: _____

Driver License Number: _____ State: _____

Marital Status: _____ Date of Marriage: _____

Spouse's Name: _____ Spouse's SSN: _____

Names and ages of children: _____

Persons to notify in case of accident or emergency:

Name Address Phone

Name Address Phone

Letter of Reference

The Department of Children's Services requires St. Andrew's School and Wears Valley Ranch to maintain letters of reference on all employees and volunteers who have direct contact with the children in our care.

_____ is (are) requesting that you serve as a reference. Would you please answer the following questions to the best of your ability?

Your name _____

Address _____

Phone _____

How long have you known this person (couple)? _____

In what capacity?

Would you please make a statement concerning the character of this person (couple), especially their integrity and ability and enthusiasm for working with children and youth?

Signature

Letter of Reference

The Department of Children's Services requires St. Andrew's School and Wears Valley Ranch to maintain letters of reference on all employees and volunteers who have direct contact with the children in our care.

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In what capacity?

Would you please make a statement concerning the character of this person (couple), especially their integrity and ability and enthusiasm for working with children and youth?

Signature

Statement of Faith

The Bible

The Bible is God's Word. It contains truth without any mixture of error. We accept its authority over every area of our lives. Through it we come to know God as revealed in the person of Jesus Christ. There are some things in the Bible that we may not fully understand, but as we study we can always learn more.

God

God is the creator of all things. He is perfect, eternal, self-existent, all knowing, all-powerful, and present everywhere. He is Father, Son, and Holy Spirit. He has revealed Himself finally through Jesus the Messiah, Who was born of a virgin, lived a sinless life, died on the cross as the full payment for the sins of all who believe, rose from the dead, and is coming again in glory.

Man

Man was created by God for the purpose of serving Him and enjoying fellowship with Him forever. Given the freedom to choose good or evil, our first parents, Adam and Eve, chose evil with the result that suffering and death have passed to every generation in history. All of us demonstrate the effects of this sin in that from our earliest opportunity each of us chooses to disobey God. The consequence is guilt and eternal death.

Salvation

Despite our sin, God loved us so much that He gave His only Son to provide a sacrifice that would remove the guilt of everyone who trusts in Jesus. Salvation is only available through God's grace (undeserved favor) and is received by those who trust Jesus as their Savior and Lord. Salvation is more than being forgiven. It means a new life in which God comes to live in us and change us by His power from the inside out.

The Church

When a person is led by God's Spirit to trust in Jesus and receives Him as Lord and Savior, that individual becomes part of a family that is worldwide and will live forever. This family of believers is the Church. Members of the Church are commanded to meet together and worship God, study His word and strengthen one another. We are also commanded to take the good news of God's love to people all over the world until everyone has had the opportunity to trust Jesus. Someday people everywhere will have heard the good news, and Jesus will return to earth to take all His family home to be with Him forever.

Twelve Guiding Principles

1. This entire ministry belongs to God and is for His glory.
2. Wears Valley Ranch exists to promote the spiritual, emotional, intellectual, social and physical development of children in need of a stronger family support system through Christ-centered home settings.
3. The Board of Directors and all employees shall annually reaffirm by signature their belief in and support for the WVR statement of faith.
4. Truth and truthfulness shall be treated as essentials for participation in the community life of WVR.
5. Our goal is to develop individuals who will follow Jesus Christ in wholehearted obedience. While endeavoring to provide an environment where individuals can fulfill their God-given potential in every way, we view character development as a far greater measure of our success than academic or athletic achievement.
6. The Board of Directors shall select and appoint the executive director and delegate responsibility to the executive director for administering WVR. The Board of Directors shall serve as a source of accountability for the entire WVR community and as a channel of prayer and financial support.
7. Members of the WVR community shall understand that this is a non-profit mission enterprise. Therefore, while seeking to avoid excesses in lifestyle, we shall endeavor to provide all employees with their basic material needs (food, shelter, clothing, medical care, a retirement program and reasonable discretionary income) and with spiritual, emotional, and educational support.
8. Realizing that Jesus Christ is in control of all resources, WVR will look for affirmation from Him through the support of His body in prayer, financial contributions, and volunteer work. WVR will accept support from the secular community to the extent that it doesn't compromise our mission or testimony.
9. WVR shall not incur debt for operational nor capital purposes, shall maintain financial solvency, be faithful and responsible stewards of the funds entrusted to us, and make every effort to pay all obligations in a timely fashion so that our reputation in the community at large will bring glory to God.
10. The WVR community shall make every effort to become an asset to the greater Wears Valley community, Sevier County, and surrounding areas.
11. While the needs of the children will remain the primary focus of WVR, the contributions of senior citizens to the lives of the children will be solicited and nurtured. The resulting needs of these senior citizens will also be addressed. (James 1:27)
12. WVR shall network with other Christian ministries in order to provide assistance for those our program is not equipped to help.

EDUCATION

	Name/Address of School	Month/Year Attended From To	Date Graduated Diploma/Degree	Major/ Minor
High School				
College or University				
College or University				
Trade, Business or Correspondence School				
Professional Certificates or Licenses Held:				
Subjects or Special Studies:				
Extra-Curricular Activities:				
Have you had any special education or training in residential group childcare and/or child welfare? _____ If yes, explain:				

MILITARY DATA

A. Branch of Military Service _____	B. Highest Rank Attained _____	C. Type of Discharge _____
D. Special Training (mechanical, clerical, etc.) of benefit to Wears Valley Ranch _____ _____		
E. Member of the Reserve or National Guard? _____ When are you required to attend drills, camps, or meetings? _____ _____		
F. If other than honorable discharge, explain: _____ _____		

COURT AND CREDIT DATA

A. If you have been convicted for an offense other than minor traffic violations, give date, offense, court and sentence: _____ _____ _____
B. Has your credit rating (including spouse) ever been considered unsatisfactory, or have you ever been refused credit? _____ If yes, give dates, name of creditors, and circumstances: _____ _____

FOR CLERICAL APPLICANTS ONLY

Do you type? _____ Yes _____ No WPM _____
List the office equipment you operate. Elaborate on any skills.

EMPLOYMENT HISTORY

Former Employer (list below last three employers starting with last one first.)			
Present or last employer		Address	
		City	State
Type of Business	Phone: _____	Date Employed	Date Left
Title and duties			
Supervisor's name and title		Starting Salary	Final Salary
		\$ _____	\$ _____
Reason for leaving		If still employed, may we check references?	
		____ Yes ____ No	

Previous employer		Address	
		City	State
Type of Business	Phone: _____	Date Employed	Date Left
Title and duties			
Supervisor's name and title		Starting Salary	Final Salary
		\$ _____	\$ _____
Reason for leaving		May we check references?	
		____ Yes ____ No	

Previous employer		Address	
		City	State
Type of Business	Phone: _____	Date Employed	Date Left
Title and duties			
Supervisor's name and title		Starting Salary	Final Salary
		\$ _____	\$ _____
Reason for leaving		May we check references?	
		____ Yes ____ No	
Explain any gaps in your employment history			

Briefly explain why you want to work at Wears Valley Ranch

REFERENCES

LIST THREE REFERENCES WHO ARE NOT IN YOUR FAMILY AND BY WHOM YOU HAVE NOT BEEN EMPLOYED.			
NAME	OCCUPATION OR TITLE	ADDRESS & PHONE NO.	YEARS KNOWN

Personal Life

Do you have physical limitations? _____ If so, please explain (use reverse side if needed)

Are you currently taking any medications? _____

What medications have been prescribed for you in the past two years? _____

Have you ever been hospitalized? _____ If so, please explain (use reverse side if needed)

Current health insurance: _____

Do you, your spouse, or dependent children have any exclusions from hospitalization coverage?

_____ If so, please explain _____

What causes stress in your daily life and how do you handle it? _____

Why are you interested in working with children? _____

What personal strengths do you have to offer that would be particularly helpful in the ministry of Wears Valley Ranch? _____

What areas of concern do you wish to discuss before accepting a position in ministry to children?

Have you ever received counseling or treatment (including medication) for depression or any type of emotional disorder? _____ If yes, please explain. _____

Spiritual Life

Name and Address of Church: _____

Pastor: _____ Phone: _____

Describe your involvement in the life of your church: _____

Describe your spiritual gifts and how you are using them: _____

How do you maintain vitality in your spiritual life? What are your goals for spiritual maturity?

Please find the attachment "Statement of Faith" for Wears Valley Ranch. Do you agree with the

statement in its entirety? _____ If not, please explain: _____

What is your definition of a Christian? _____

Describe your Christian experience, how and when you came to faith in Christ. _____

What does the Lordship of Christ mean as it applies to your life? _____

How do you seek the Lord's will for your life? _____

Please identify some truths about God that you are especially eager for children to understand. _____

How do you seek accountability in your Christian walk? _____

Marriage and Family Life

Is this your first marriage? _____ If not, briefly explain: _____

What are the strong points of your relationship with your spouse? _____

What are some areas in your relationship which you are working to improve as a couple? _____

What quality do you admire most in your spouse? Why? _____

How do you, as a couple, keep your marriage alive and growing? _____

Describe your relationship with your parents, including your childhood: _____

Describe your relationship with your children including their personalities: _____

How will your family function in a children's home ministry like Wears Valley Ranch?

Strengths? Weaknesses? _____

To what extent are you free from financial indebtedness? _____

Do you use alcohol? _____ drugs? _____ tobacco? _____ profanity? _____
pornography? _____ If yes to any of the above, please explain: _____

Have you used/abused any of these in the past? _____ If yes, please explain: _____

Have you ever participated in, been accused or convicted of, or pleaded guilty or no contest to any
abuse or sexual misconduct? _____

We believe that certain issues which other Christians may debate are clearly settled in Scripture.

Abortion, homosexual behavior, pornography and entertainment which portray sin in a positive light
(e.g. sexual immorality, witchcraft) are wrong/sinful. Are you in agreement with this
statement? _____ If no, please explain: _____

Have you ever been accused of or convicted of any misdemeanor or felony? _____

Are you willing to take a psychological and/or temperament exam? _____

I authorize investigation of all statements contained in this application. I understand that
misrepresentation or omission of pertinent facts is cause for dismissal. Further, I understand and agree
that my employment is for no definite time period and may, regardless of the date of payment of my
wages and salary, be terminated at any time without previous notice if due cause is determined by the
administration of Wears Valley Ranch.

Date: _____ Signature: _____



Wears Valley Ranch
Employment Application
100 One Fine Place
Sevierville, TN 37862

Wife Application

Position Applying For: _____ Date of Application: _____
Available Start Date: _____

Name: _____
Last First Middle (Nickname)

Present Address: _____
Street City State Zip

Phone Numbers: _____
(Area code) (Area code)

E-mail address: _____

Social Security Number: _____

Date of Birth: _____

Driver License Number: _____ State: _____

Marital Status: _____ Date of Marriage: _____

Spouse's Name: _____ Spouse's SSN: _____

Names and ages of children: _____

Persons to notify in case of accident or emergency:		
_____	_____	_____
Name	Address	Phone
_____	_____	_____
Name	Address	Phone

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Address _____

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How long have you known this person (couple)? _____

In what capacity?

Would you please make a statement concerning the character of this person (couple), especially their integrity and ability and enthusiasm for working with children and youth?

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8. Realizing that Jesus Christ is in control of all resources, WVR will look for affirmation from Him through the support of His body in prayer, financial contributions, and volunteer work. WVR will accept support from the secular community to the extent that it doesn't compromise our mission or testimony.
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12. WVR shall network with other Christian ministries in order to provide assistance for those our program is not equipped to help.

EDUCATION

	Name/Address of School	Month/Year Attended From To	Date Graduated Diploma/Degree	Major/ Minor
High School				
College or University				
College or University				
Trade, Business or Correspondence School				
Professional Certificates or Licenses Held:				
Subjects or Special Studies:				
Extra-Curricular Activities:				
Have you had any special education or training in residential group childcare and/or child welfare? _____ If yes, explain:				

MILITARY DATA

A. Branch of Military Service _____	B. Highest Rank Attained _____	C. Type of Discharge _____
D. Special Training (mechanical, clerical, etc.) of benefit to Wears Valley Ranch _____ _____		
E. Member of the Reserve or National Guard? _____ When are you required to attend drills, camps, or meetings? _____ _____		
F. If other than honorable discharge, explain: _____ _____		

COURT AND CREDIT DATA

A. If you have been convicted for an offense other than minor traffic violations, give date, offense, court and sentence: _____ _____ _____
B. Has your credit rating (including spouse) ever been considered unsatisfactory, or have you ever been refused credit? _____ If yes, give dates, name of creditors, and circumstances: _____ _____

FOR CLERICAL APPLICANTS ONLY

Do you type? _____ Yes _____ No WPM _____
List the office equipment you operate. Elaborate on any skills.

EMPLOYMENT HISTORY

Former Employer (list below last three employers starting with last one first.)			
Present or last employer		Address	
		City	State
Type of Business	Phone: _____	Date Employed	Date Left
Title and duties			
Supervisor's name and title		Starting Salary	Final Salary
		\$ _____	\$ _____
Reason for leaving		If still employed, may we check references?	
		____ Yes ____ No	

Previous employer		Address	
		City	State
Type of Business	Phone: _____	Date Employed	Date Left
Title and duties			
Supervisor's name and title		Starting Salary	Final Salary
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Explain any gaps in your employment history			

Briefly explain why you want to work at Wears Valley Ranch

REFERENCES

LIST THREE REFERENCES WHO ARE NOT IN YOUR FAMILY AND BY WHOM YOU HAVE NOT BEEN EMPLOYED.			
NAME	OCCUPATION OR TITLE	ADDRESS & PHONE NO.	YEARS KNOWN

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Do you have physical limitations? _____ If so, please explain (use reverse side if needed)

Are you currently taking any medications? _____

What medications have been prescribed for you in the past two years? _____

Have you ever been hospitalized? _____ If so, please explain (use reverse side if needed)

Current health insurance: _____

Do you, your spouse, or dependent children have any exclusions from hospitalization coverage?

_____ If so, please explain _____

What causes stress in your daily life and how do you handle it? _____

Why are you interested in working with children? _____

What personal strengths do you have to offer that would be particularly helpful in the ministry of Wears Valley Ranch? _____

What areas of concern do you wish to discuss before accepting a position in ministry to children?

Have you ever received counseling or treatment (including medication) for depression or any type of emotional disorder? _____ If yes, please explain. _____

Spiritual Life

Name and Address of Church: _____

Pastor: _____ Phone: _____

Describe your involvement in the life of your church: _____

Describe your spiritual gifts and how you are using them: _____

How do you maintain vitality in your spiritual life? What are your goals for spiritual maturity?

Please find the attachment "Statement of Faith" for Wears Valley Ranch. Do you agree with the statement in its entirety? _____ If not, please explain: _____

What is your definition of a Christian? _____

Describe your Christian experience, how and when you came to faith in Christ. _____

What does the Lordship of Christ mean as it applies to your life? _____

How do you seek the Lord's will for your life? _____

Please identify some truths about God that you are especially eager for children to understand. _____

How do you seek accountability in your Christian walk? _____

Marriage and Family Life

Is this your first marriage? _____ If not, briefly explain: _____

What are the strong points of your relationship with your spouse? _____

What are some areas in your relationship which you are working to improve as a couple? _____

What quality do you admire most in your spouse? Why? _____

How do you, as a couple, keep your marriage alive and growing? _____

Describe your relationship with your parents, including your childhood: _____

Describe your relationship with your children including their personalities: _____

How will your family function in a children's home ministry like Wears Valley Ranch?

Strengths? Weaknesses? _____

To what extent are you free from financial indebtedness? _____

Do you use alcohol? _____ drugs? _____ tobacco? _____ profanity? _____
pornography? _____ If yes to any of the above, please explain: _____

Have you used/abused any of these in the past? _____ If yes, please explain: _____

Have you ever participated in, been accused or convicted of, or pleaded guilty or no contest to any
abuse or sexual misconduct? _____

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Abortion, homosexual behavior, pornography and entertainment which portray sin in a positive light
(e.g. sexual immorality, witchcraft) are wrong/sinful. Are you in agreement with this
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Are you willing to take a psychological and/or temperament exam? _____

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wages and salary, be terminated at any time without previous notice if due cause is determined by the
administration of Wears Valley Ranch.

Date: _____ Signature: _____