



Name: _____

Date: _____

I WISH TO APPLY FOR ENDORSEMENT IN...

Check no more than one major category and one sub-category under the major category you desire; multiple checks will result in your application being returned without further processing by ACM.

- _____ Campus Chaplaincy
 - _____ Adventist college or university
 - _____ Public college or university

- _____ Corrections Chaplaincy
 - _____ Federal
 - _____ State
 - _____ Other – _____

- _____ Healthcare Chaplaincy
 - _____ Hospital
 - _____ Hospice
 - _____ Long-term Care (Assisted living, Nursing home)
 - _____ Healthcare at Home

- _____ Military Chaplaincy
 - _____ United States Air Force (active duty)
 - _____ USAF Reserves
 - _____ Air National Guard
 - _____ Chaplain Candidate (letter of approval)
 - _____ United States Army (active duty)
 - _____ USA Reserves
 - _____ Army National Guard
 - _____ Chaplain Candidate (letter of approval)
 - _____ United States Navy (active duty)
 - _____ USN Reserves
 - _____ Chaplain Candidate (letter of approval)

_____ Pastoral Counselor and/or Marriage and Family Therapist

_____ Spiritual Direction (religious retreat centers)

_____ Veterans Affairs Chaplaincy

- _____ Volunteer Chaplaincy
 - _____ Civil Air Patrol
 - _____ Hospital
 - _____ Law Enforcement
 - _____ Jail or Prison

_____ Work Place / Industry

**REQUEST FOR AN APPLICATION PACKET OF
ECCLESIASTICAL ENDORSEMENT
FROM THE
SEVENTH-DAY ADVENTIST CHURCH**

Adventist Chaplaincy Ministries
12501 Old Columbia Pike
Silver Spring, Maryland 20904
acm@gc.adventist.org
www.adventistchaplains.org
(301) 680-6780 (office)
(301) 680-6783 (facsimile)

INSTRUCTIONS

Obtaining Ecclesiastical Endorsement requires the following sequential processes:

1. Responding to the Lord's calling for one of the specialized chaplaincy ministries
2. Screening to determine if you qualify to apply for chaplaincy ministries
3. Completing the application packet and submitting it to ACM
4. Obtaining evaluations from professional references
5. Taking part in a face-to-face interview with designated ACM representatives
6. Review and action by the ACM Committee
7. Receiving notification of results

You can request an application on line and submit it electronically to ACM. However, ACM reserves the right to screen all requests to determine if the requestor meets the minimum criteria and qualifications for the chaplaincy ministry that is being considered. Those criteria and standards are set by denominational, government or professional entities and can usually be found clearly stated on the Internet. The responsibility for meeting all qualifications rests with the requestor. ACM suggests that you save your completed form and/or print a hard paper copy. If you choose to mail a hard paper copy, it must be signed. Facsimile copies will not be accepted. Type all answers. Hand written and/or illegible copies will be returned unprocessed. Each section must be completed. If a section does not apply to you, write "Not Applicable" in the space provided. Be accurate, brief and concise. This is a resume, not an application. When sent, the application will require much more detailed responses.

PERSONAL ASSESSMENT

Before requesting an application, please prayerfully consider the following questions:

1. Are you acting on clear indications God has called you to the ministry?
2. Do you understand all chaplains are pastors, but not all pastors are called to be chaplains? The chaplaincy is simply another valid expression of pastoral ministry.
3. Are you physically fit, mentally sharp and morally straight? Adventist chaplains must be among the brightest and best of our denomination's clergy to meet the chaplaincy's demands.
4. Are you willing to work long hours, weekends and be called to respond during the night?

5. If you are considering the military, are you willing to be separated from your family for extended periods? Are you willing to work long shifts for extended periods in the field in all kinds of weather. Are you ready to personally sacrifice, or even die for your country?
6. Have you read about your chosen field of chaplaincy and looked it up on the Internet?
7. Have you read ACM's "Brief Guide to Ecclesiastical Endorsement?"
8. Have you talked with a chaplain about your interest? Have you prayed about this?

IF SENT AN APPLICATION, ARE YOU WILLING TO

Take a personality inventory such as Meyer-Briggs or the Taylor-Johnson Temperament Analysis?

1. Undergo a background investigation?
2. Submit at least six references of church leaders, faculty and others who know you and can objectively evaluate your suitability for the chaplaincy?
3. Be interviewed by a committee appointed by ACM? If you are married, your spouse must also be willing to be interviewed separately by the same committee.
Note: All costs related to the interview will be at your expense.

If you can honestly answer "yes" to these questions, then prepare a resume and request an application for ecclesiastical approval or endorsement from the Seventh-day Adventist Church through ACM. Your resume must contain all the information listed below in the specified format and will constitute your request for an ecclesiastical endorsement application packet. If you cannot in good conscience and with integrity answer "yes" to the above questions, then save yourself some time and proceed to seek more traditional expressions of ministry. Thank you for your interest.

RESUME CONTENTS

PERSONAL CONTACT INFORMATION

1. Full name
2. Mailing address
3. Telephone number
4. Email address

PERSONAL DATA

1. Birth date
2. Citizenship
3. Marital status
4. Number of children

EDUCATION (Do not request or send transcripts with your resume)

1. Applicants for chaplain candidate in the military must have a bachelor's degree and a letter of acceptance as a full-time student from an accredited theological seminary

2. All others must possess a MDiv degree or equivalent from an accredited theological seminary
3. Healthcare chaplains should have a minimum of two units of Clinical Pastoral Education

EMPLOYMENT

List your record of jobs and positions for the past ten years; i.e., Ford Motor Company, pre-owned car salesperson, or Montana Conference, pastor

SPECIAL SKILLS (Items shown below are examples only)

1. Certified secondary teacher
2. Emergency Medical Technician
3. Foreign language
4. Music – trumpet
5. Trade or vocational (auto mechanic, cabinet maker, etc.)

MILITARY SERVICE

1. Are you a veteran?
2. Which branch of service?
3. Inclusive dates of service
4. Military duties
5. Highest rank
6. Type of discharge

CHURCH MEMBERSHIP AND CREDENTIALS

1. Local church in which you are a member in good and regular standing
2. Ministerial credentials that have been issued you and are still current
3. Involvement with other non-conference denominational organizations

BRIEF STATEMENT

Prepare a type-written paragraph of 100 words or less that states why you are seeking ecclesiastical endorsement for the chaplaincy as an Adventist minister. Double-space the paragraph on a separate sheet of 8.5 x 11 inch white, bond paper. Sign the statement and date it. You will receive a reply from ACM within 30 days.