



GENERAL

1. Name _____ Phone (____) _____
Prefix First M.I. Last

2. Address _____
Street Apt. No.

City State Zip Code

3. Email address _____

4. Position sought _____

5. How did you learn about the position at Roberts? _____

6. Present position and rank (if any) _____

7. With what religious tradition/denomination do you most closely affiliate? _____

PREPARATION

1. Is a placement file or record of credentials available? Yes No If yes, please forward.
Official university and graduate study transcripts must precede, or be presented, during an interview.

2. List in chronological order (beginning with the most recent) the educational institutions you have attended.

Institution	Degree	Major	Time Period of Study (i.e.1994-1998)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. Identify other non-degree or post-graduate education pertinent to the position sought. _____

4. If pertinent, provide license or certification information. _____

5. Are you a veteran of the Armed Forces? Yes No
 If yes, what type of training or education did you receive while in the military? _____

EXPERIENCE AND ADDITIONAL INFORMATION

1. List in chronological order (beginning with the most recent) all teaching, administrative, and/or professionally related positions held. Include full- or part-time assistantships or fellowships and so indicate. Attach a separate sheet if additional space is needed.

Institution Name	Address	Dates of Employment
Position	Department	Supervisor Name/Phone #

Institution Name	Address	Dates of Employment
Position	Department	Supervisor Name/Phone #

Institution Name	Address	Dates of Employment
Position	Department	Supervisor Name/Phone #

2. Identify any pertinent non-academic employment or experience you have had during the past ten years.

3. List memberships in professional societies. _____

4. Attach a list of articles you have published in educational or professional journals and/or books you have published.

5. List one each of the following reference types: 1) Former Employer, 2) Professional, and 3) Character:

Former Employer Reference:

Name	Address	Position	Telephone
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Professional Reference:

Name	Address	Position	Telephone
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Character Reference:

Name	Address	Position	Telephone
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- 6. Are you authorized to work in the United States? Yes No
- 7. Have you ever worked for Roberts Wesleyan University or Northeastern Seminary? Yes No
- 8. Have you ever left an employer involuntarily? Yes No

If yes, please explain. _____

- 9. Do you know of any reason why you cannot perform the essential functions of the job for which you are applying with or without a reasonable accommodation(s)? Yes No

If yes, please explain. _____

*An affirmative answer to this question(s) does not automatically preclude you from being considered for this position.

PHILOSOPHY

The Roberts Wesleyan University mission statement is: *As a community of learners committed to historic Christianity, Roberts Wesleyan University seeks to prepare thoughtful, spiritually mature, service-oriented people who will help transform society. The mission focuses on three major goals:*

Scholarship: *learning through discovery, interdisciplinary integration, application, and effective methods of teaching and learning*

Spiritual Formation: *nurturing people’s relationship with God through Christ through scripture, the historic Christian tradition, and experience*

Service: *addressing the world’s needs through vocation, service learning, global perspectives, and social responsibility*

- 10. In your teaching at Roberts Wesleyan University, how will you promote the mission of the University? As part of this response, please describe your faith, your relationship with God, and your involvement with your church. _____

I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I also understand that falsified information or significant omission may disqualify me from further consideration in employment and may constitute a reason for dismissal.

In addition, I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Roberts Wesleyan University and Northeastern Seminary (“The University”) to hire me. I understand that no representative of The University has the authority to make any assurance to the contrary.

I authorize The University to contact my present and previous employers and other such sources, including references, unless I have noted otherwise. I understand that any offer of employment by RWU or NES (“The University”) is contingent on a successful background check, and I hereby authorize The University to conduct this background check.

Signature _____ Date _____

RWU and NES comply with all applicable non-discrimination laws and are committed to the enhancement of human dignity and workplace diversity.

Please email this application and your resume to the Department/Program to which you are applying.

ROBERTS WESLEYAN UNIVERSITY
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