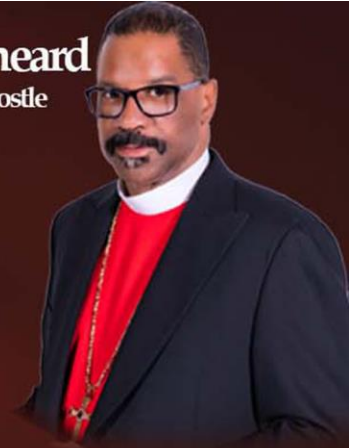




Bishop William E. McMillan Jr.



Bishop J. Drew Sheard
Presiding Bishop & Chief Apostle



NATIONAL SECURITY TASK FORCE
CHURCH OF GOD IN CHRIST

Commissioner

Application and Candidate Intake Form

Church of God in Christ

NATIONAL SECURITY TASK FORCE



Bishop J. Drew Sheard
PRESIDING BISHOP

Bishop William E. McMillan Jr.
COMMISSIONER

NATIONAL SECURITY TASK FORCE

CHURCH OF GOD IN CHRIST

How to Apply

Eligible candidates for the position of Agent in the National Security Task Force should be members of the Church of God in Christ in good standing, above the age of 18 (male or female). Candidates must be found faithful at all levels, local, district and jurisdiction. If a Candidate is a sworn Law Enforcement officer, opportunity will be provided in this application to submit all credentials and certifications.

To complete this application:

1. Complete the attached **Application/General Information Form** and **Prior Experience Worksheet**.
2. Get a signature from your Pastor (if Candidate is not a pastor) and Jurisdictional Bishop on **National Service Approval** form.
3. Complete the Authorization & Disclosure consent form, for the conduct of the Background Check or alternatively submit documentation of a Background Check previously completed for national service in the COGIC or locally (*certain exemptions may apply for Sworn Officers – please see Commissioner for further clarification, if you serve as a sworn Law Enforcement Officer*).
4. Submit a **resume or vitae**.
5. **All Applicants must complete and sign the attached Confidentiality and Non-Disclosure Agreement.**



DATA / INTAKE FORM



STAFF DATA FORM

SOC SEC #: _____ - _____ - _____ DATE OF BIRTH _____ / _____ / _____
MM DD YYYY

TITLE/SALUTATION (Supt/Pastor/Evang, etc): _____

NAME: _____
FIRST MIDDLE LAST

IF PREVIOUS MEMBER, LENGTH OF SERVICE (#years): _____ JOINED SERVICE _____ / _____
MM YYYY

POSTAL ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: (____) _____ CELL PHONE: (____) _____

WORK PHONE: (____) _____ FAX NO: (____) _____

E-MAIL ADDRESS: _____

PREFERENCE OF COMMUNICATION: E-mail Fax

JURISDICTION: _____

JURISDICTIONAL BISHOP: _____

LOCAL CHURCH: _____

CHURCH ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PASTOR: _____

CHURCH PHONE: (____) _____

CHURCH FAX: (____) _____

WEBSITE ADDRESS: _____

SIGNATURE

DATE

PRIOR EXPERIENCE WORKSHEET

The following work activities listed should provide insight into the applicants areas and levels of experience. List up to four jobs/positions held in the last 10 – 20 years, starting with most recent. The jobs/positions listed can include both secular/professional and non-profit/ministry positions:

MILITARY / LAW ENFORCEMENT

Do you have military experience?

Yes No If yes, were you honorably discharged? Yes No Discharge date: ___/___/___

Do you have law enforcement experience?

Yes No

If yes, Active / Retired (Circle One)

State/Municipality _____ Agency (i.e. Shelby County Sheriff) _____

Position/Title/ Grade/Rank _____ Firearm License? Yes No

(please attached copies of documentation to this application including agency issued photo I.D., Firearm License number, Badge Number)

WORK EXPERIENCE 1

Dates of Employment: ___/___/___ to ___/___/___

Company / Agency Name _____

City / State _____ Position(s) Held _____

Manager / Supervisor Name _____ Contact No. (____) _____

WORK EXPERIENCE 2

Dates of Employment: ___/___/___ to ___/___/___

Company / Agency Name _____

City / State _____ Position(s) Held _____

Manager / Supervisor Name _____ Contact No. (____) _____

WORK EXPERIENCE 3

Dates of Employment: ___/___/___ to ___/___/___

Company / Agency Name _____

City / State _____ Position(s) Held _____

Manager / Supervisor Name _____ Contact No. (____) _____

WORK EXPERIENCE 4

Dates of Employment: ___/___/___ to ___/___/___

Company / Agency Name _____

City / State _____ Position(s) Held _____

Manager / Supervisor Name _____ Contact No. (____) _____



NATIONAL SERVICE APPROVAL FORM

* If Candidate is not a pastor, this must be signed by both pastor and Jurisdictional Bishop

POSITION APPLIED FOR: _____ COGIC National Security Task Force - AGENT _____

NAME: _____
TITLE FIRST NAME LAST NAME

JURISDICTION: _____

LOCAL CHURCH: _____

JURISDICTION BISHOP NAME: _____

JURISDICTION BISHOP SIGNATURE: _____

PASTOR NAME: _____

PASTOR SIGNATURE: _____

AUTHORIZATION AND RELEASE

I authorize the Church Of God In Christ, where I have completed an application for the position of Agent of the **National Security Task Force**, to check my references, to obtain information from my background, and to take other actions to investigate any information provided or not provided in my application and to obtain information relevant to evaluating my qualifications and fitness for the position of Agent for **National Security Task Force**. I authorize my listed references or anyone else who has information about my work history, ministry, qualification, or fitness to provide such information to the Church Of God In Christ, Inc.

I release the Church Of God In Christ, the Presiding Bishop, the General Board, and all its officers, employees and members, and all persons providing this information to the Church Of God In Christ from any liability whatsoever for obtaining and providing that information.

Name (Please print)

Signature

Date

CHURCH OF GOD IN CHRIST, INC

DISCLOSURE & AUTHORIZATION TO RELEASE INFORMATION

I understand that in connection with my application as an employee, contractor, or volunteer, a consumer report may be requested. This report may contain information as to my character, general reputation, personal characteristics or mode of living.

I hereby authorize and request any former employer, school, law enforcement agency, government agency or other persons having personal knowledge about me to furnish Church of God in Christ, Inc. and Data Facts, Inc. (a consumer reporting agency) with any and all information in their possession regarding me.

I understand and offer my consent for the Church of God in Christ, Inc. to inquire into and/or obtain any records such as previous employment, references, educational, motor vehicle records, drug and alcohol results and criminal and credit histories.

I acknowledge that a photocopy or fax of this authorization be accepted with the same authority as the original. According to the Fair Credit Reporting Act, I am entitled to know if the Church of God in Christ, Inc. is denied my volunteer services because of information obtained from the Consumer Reporting Agency. If so, I will be notified and given the name and address of the agency or the source, which provided the information.

The scope of this notice and authorization is all-encompassing, however, allowing Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are selected, *throughout the course** of your employment, contractor, or volunteer period to the extent permitted by law. * Exception is in the state of California, where individuals will need to sign a new release form for additional background screening and /or periodic updates.

I have read and understand this disclosure and consent form.

Applicants Full Name (PRINT your full name): _____

Have you used other names besides the one reference above? Yes No

If YES, please provide the other name(s) you have used below: (PLEASE PRINT)

Yes No **Residents of CA, OK or MN please indicate if you want a copy of your background check information.**

The following information requested is for identification purposes to perform the background check and will NOT be used for any other purpose:

Drivers License #: _____ **State Issued:** _____

Social Security # _____ **Date of Birth:** ___/___/_____

NOTE: Please list all your addresses for the past 7 years: (If additional space is needed, please write on back of the form)

Address	City/State	Zip Code	County	Length at Address
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Signature of Applicant

Date

For COGIC Internal Use Only – Confidential

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

Recipient's Contact Info

Name: _____

Address: _____

Phone: _____

THIS AGREEMENT ("Agreement") is made and entered into, as of the Effective Date below, by and between the above identified Recipient and Church Of God In Christ, Inc. (hereinafter "COGIC"), a non-profit religious corporation formed and operating pursuant to the laws of the State of Tennessee.

WHEREAS, Recipient is an officer or volunteer of the National Security Task Force ("NSTF") department of COGIC. In this capacity it is expected that Recipient may come into contact with or be provided with confidential information that should not be disclosed.

WHEREAS, Recipient is desirous of obtaining certain information which will assist him/her in exercising tasks or duties designated to be performed by Recipient as part of his/her duties as an officer or volunteer of NSTF.

NOW, THEREFORE, in consideration of appointment as an officer or volunteer, the premises and the mutual covenants contained herein, and for other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. Confidential Information. Recipient agrees to treat as confidential for the benefit of COGIC, any and all of the following information (all of such information is referred to collectively as the "**Confidential Information**"):

(a) All information concerning or relating to the operations and business of NSTF and/or COGIC, regardless of whether received or obtained before, on or after the date hereof (which information may include, but not be limited to, personnel info, contact information for national leadership, personal health info, financial projections, contracts and other arrangements, business plans or strategies, vendor lists, prices, costs, business methodologies, any other information, data, and all intellectual property), whether or not marked or designated as "Confidential," "Proprietary" or similar terms, whether written, oral or otherwise, in any form, including electronic or optical data storage and retrieval mechanisms, and including all forms of communication, including but not limited to physical demonstrations, charts, graphs, and studies prepared by retained outside consultants, email and other means of information transfer, regardless of whether any such information is protected by applicable trade secret or similar laws; and

(b) Any notes, analyses, compilations, studies or other documents prepared by or for COGIC and/or NSTF including reports, evaluations, memoranda and/or planning documents prepared by or for COGIC and/or NSTF or its agents.

2. Non-Disclosure of Confidential Information. Recipient agrees that the information that is received shall be held in strict confidence and shall not, without the prior written approval of the Presiding Bishop, or as required by law, be disclosed or provided to any person, firm, corporation, association or any other operation or entity. Recipient acknowledges the sensitive and classified nature of the Confidential Information and further agrees and covenants that the Recipient shall not use the Confidential Information or permit the Confidential Information to be used in any manner, directly or indirectly, except in the exercise of their duties to NSTF, and upon termination, resignation, or mutual separation, shall not disclose any of the Confidential Information for a period of three, (3), years thereafter.

3. Exceptions to Nondisclosure. The restrictions set forth in this Agreement shall not apply to any information which is generally available to the public other than as a result of a disclosure in violation of this Agreement, or is required by law, rule or regulation, to be disclosed. If Recipient is required by law to disclose any

part of the Confidential Information, Recipient shall, to the extent legally permissible and practicable, give COGIC prompt notice of such disclosure and reasonably cooperate with COGIC in attempts to resist disclosure of protected privileged information, or to obtain an appropriate confidentiality or protective order.

4. Ownership and Return of Confidential Information. Recipient agrees that any materials created or otherwise prepared by Recipient for or on behalf of NSTF and/or COGIC, together with all Confidential Information, shall be and shall remain the property of COGIC. Upon written request of COGIC, Recipient shall promptly deliver to COGIC or, at COGIC's option, destroy the Confidential Information furnished and all copies thereof.

5. Remedies. Recipient recognizes that a breach of any of the provisions set forth herein will cause irreparable harm to COGIC and that actual damages may be difficult to ascertain and in any event may be inadequate. Accordingly, Recipient agrees that in the event of such breach or anticipated breach, COGIC shall be entitled to injunctive relief in addition to such other legal or equitable remedies as may be available, and COGIC, at its option, may seek to enforce its remedies through arbitration or any court of competent jurisdiction.

6. Severability. Each of the provisions of this Agreement is independent and several and the invalidity of any one provision, or portion thereof, shall not affect the validity of any other provision. In the event any provision shall be construed to be invalid, no other provision of this Agreement shall be affected thereby. It is understood and agreed that no failure or delay by either party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege hereunder.

7. Applicable Law. This Agreement shall be binding on the parties hereto, each person or entity affiliated therewith and the respective successors and assigns of each of the foregoing, shall inure to the benefit of the parties hereto and their respective successors and assigns, and shall be governed in all respects by the laws of the State of Tennessee without regard to the conflicts of law principles thereof.

8. Counterparts. This Agreement may be executed in any number of counterparts and by the different parties hereto on separate counterparts and each such counterpart shall be deemed to be an original, but all such counterparts shall together constitute but one and the same Agreement. Receipt by telecopy or PDF of any executed signature page to this Agreement shall constitute effective delivery of such signature page.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the date first below written.

RECIPIENT

CHURCH OF GOD IN CHRIST, INC.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____