

Employment Application



and
**Introduction to
Seattle Pacific University**



Seattle Pacific
UNIVERSITY

Engaging the culture, changing the world®



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Seattle Pacific
UNIVERSITY

MISSION STATEMENT

Seattle Pacific University seeks to be a premier Christian university fully committed to engaging the culture and changing the world by graduating people of competence and character, becoming people of wisdom, and modeling grace-filled community.

CAN A UNIVERSITY CHANGE THE WORLD?

I believe this is a very important question. It is the question flying all across our campus on colorful banners these days. It presses us to think about the purpose of the University. It presses us to think about our vision and our distinctive commitments. And I believe strongly that the answer to this question for Seattle Pacific University is an emphatic yes. Indeed, given our distinctive vision and our clear Christian identity, we must seek to do nothing less than to make an impact in the world with good news.

Can a university change the world? One university president believes the academy today is not up to the task. "The topics we address," he says, "are circumscribed by what I suspect are shrinking spheres of influence." Can that really be the case? Does the academy today find itself on the margins of influence in the complex world in which we live?

We are witnessing social, cultural, technological, and economic shifts that are nothing short of seismic, breathtaking. The British novelist Ian McEwan says our world is one of "unbearable complexity." New York Times columnist David Brooks says our young people face a world of "unprecedented ambiguity ... where it's not clear if anything can be said to be absolutely true."

Already in our decade, says Brooks, "Americans have had to acknowledge dark realities that it is not in our nature to readily acknowledge: the thin veneer of civilization, the elemental violence in human nature, the lurking ferocity of the environment, the limitations on what we can plan and know, the cumbersome reactions of bureaucracies, the uncertain progress good makes over evil."

Can a university change this kind of world? Surely our option, in the face of all this, cannot be to build more beautiful ivory towers, monuments to some kind of disconnected learning, or to sit on the margins wringing our hands, while we watch such a world go by. Surely we cannot fail to prepare our graduates to encounter and negotiate such a world.

In 2005, Seattle Pacific University completed *2014: A Blueprint for Excellence*. This is a very bold, ambitious, and clear plan that will guide our work over the next several years. And the guiding vision for Seattle Pacific is to engage the culture and change the world with the gospel of Jesus Christ. That's our big idea. This Blueprint articulates in some depth this vision and then outlines the distinctive, signature commitments that will help us realize the vision. The Blueprint goes on to sketch out standards of excellence; ambitious, concrete plans; and the strategies we must execute. In all of this, we believe we are building a premier, national Christian university so that we can be an effective influence in the world.

As we implement the Blueprint, I'm especially energized by our ongoing work to flesh out our signature commitments. These five signatures will guide our actions over the next decade:

Seattle Pacific University will be a place that:

- knows and understands what's going on in the world;
- embraces the Christian story, becoming biblically and theologically educated;
- masters the tools of rigorous learning, becoming a vibrant intellectual community;
- models grace-filled community and practices radical reconciliation; and
- graduates people of competence and character equipped to change the world.

Can a university change the world? We believe this is our clear and distinctive calling as a university. Our vision is clear, the plan is in place, and an extraordinary team of people is already tackling the task. You may wish to consider joining this remarkable venture.

Philip W. Eaton
President

STATEMENT OF FAITH

Faith and Mission. At Seattle Pacific University, we seek to ground everything we do on the transforming gospel of Jesus Christ. Such a claim is both personal, a commitment by each member of our community, and institutional, a corporate aspiration that has guided this institution from its founding. Even while we celebrate the rich diversity of the Church throughout the world, we anchor our faith on the person of Jesus Christ, the authority of Holy Scripture, and the tradition of the Christian Church throughout history.

Our mission at Seattle Pacific University is to engage the culture and change the world, through competence, character, wisdom, and community. We believe our faith in Jesus Christ is the informing and sustaining power through which we fulfill this distinctive calling.

Our position of faith within the Christian Church is shaped in four ways:

1. We Are Historically Orthodox. We affirm the historic Christian faith, as attested in the divinely inspired and authoritative Scriptures of the Old and New Testaments, and as summarized, for example, in the Apostles' and Nicene Creeds. We affirm that God is triune, and that the three divine Persons — the Father, the Son, and the Holy Spirit — are coequal, coessential, and coeternal. We affirm that by the grace and power of God the universe was brought into being, is continually sustained and governed, and will ultimately be brought to its promised consummation. We affirm, further, that we human beings are created by God in God's own image to be stewards of creation, and that we are called to love God with all our heart, soul, mind, and strength, and to love others as ourselves. In these divinely appointed tasks we have failed, so that we are now subject to judgment and death. Yet we rejoice that God's grace is available to us through the life, death, and resurrection of Jesus Christ; and that through faith in Christ we are delivered from sin and death and empowered by the Holy Spirit for lives of joyful obedience to the Father. Finally, we respond to the Spirit's call to participate in Christ's body, the church; to embrace Christ's mission to the world; and to live in the hope and assurance that Christ's return will bring to completion God's saving work.

2. We are clearly evangelical. We stand within the broad evangelical tradition of Christianity and, as such, we joyfully accept the task of proclaiming the evangel — God's good news — to the world. We understand this to mean that Jesus Christ is the Lord and Savior of the world and that he alone can liberate broken and fallen human beings from sin and death. We lift high the authority of holy Scripture as divinely inspired, embraced by the church as central to our understanding and witness. We affirm that the Holy Spirit works in human hearts to kindle faith in Jesus Christ, to restore people to a right relationship with God and each other, and to begin transforming people into the likeness of Christ. And we believe the gospel promise that light, health, wholeness, and peace are abundantly available to everyone who asks. Yet we also believe that we are called to practice what we preach: first, by cultivating vital Christian piety; and second, by engaging the surrounding culture through public testimony and loving service.

3. We Are Distinctively Wesleyan. Standing within the Wesleyan holiness branch of historic and evangelical Christianity, and recognizing the Free Methodist Church as our founding denomination, Seattle Pacific University is informed by the theological legacy of John and Charles Wesley. We share their conviction that God's saving purpose is the renewal of human hearts and lives in true holiness through the transforming work of the Holy Spirit. We are shaped by their emphasis on the importance of the human response to the Spirit's renewing work, including the vital role of the spiritual disciplines and practices — such as prayer, meditation, worship, Scripture study, charitable giving, public witness to Christ's saving love, and service to those in need — all of which serve as means of God's grace. Above all, we embrace the Wesleys' hope that God's transforming love is offered to all persons, addresses all areas of life, and will not rest content until it has redeemed the whole creation.

4. We Are Genuinely Ecumenical. As heirs of John Wesley's catholic-spirited Christianity, we seek to gather persons from many theological and ecclesial traditions who have experienced the transforming power of Jesus Christ. We believe that theological diversity, when grounded in historic orthodoxy and



a common and vital faith in Christ, enriches learning and bears witness to our Lord's call for unity within the church. We are also well aware of other dividing walls that separate people from one another, walls that Christ desires to break down — walls of gender, race, ethnicity, nationality, language, and class. We believe that Christ calls us to value diversity and to seek ways for all persons in our university community to grow in their individual giftedness and to contribute in meaningful ways to our common life and work. Thus, in all of our diversity, we are centered in Christ, and called by him to shape, model, and participate together in grace-filled community.

Therefore, we commit ourselves to this faith, and to these shaping influences that define our community of faith, and we pledge ourselves, with humility and conviction, to live as best we know how in loving relationship with Jesus Christ and in faithful service to others. This we believe to be the defining center of our lives and the guiding aspiration of our life in community at Seattle Pacific University.

SEATTLE AND THE PACIFIC NORTHWEST

Nicknamed the Emerald City, Seattle is a major trade center, popular tourist destination, and gateway to Canada and the Pacific Rim. The city is surrounded by water and mountains, making bridges, ferryboats, and snow-capped peaks a part of everyday life.

The region has one of the highest live-theatre attendance per capita of any major U.S. city. Stage and music venues include the Seattle Repertory Theatre, the Seattle Symphony's Benaroya Hall, and the Seattle Opera's McCaw Hall. Just some of the area museums include the Seattle Art Museum, Museum of Flight, Wing Luke Asian Museum, and the Burke Museum of Natural History and Culture. Sports fans can cheer year-round for basketball's Seattle Sonics, baseball's Seattle Mariners, and football's Seattle Seahawks. Local high-profile companies include Microsoft, Boeing, Starbucks, and Amazon.com. Seattle is also home to World Vision and the renowned Fred Hutchinson Cancer Research Center. Additionally, Seattle has strong business ties and exchanges with nations such as China, Japan, Korea, and Russia.



Because of its natural assets, the Pacific Northwest offers unparalleled recreational opportunities: hiking, skiing, boating, fishing, and scuba diving, to name only a few. One of the most popular ways to tour the 2,000 miles of Puget Sound shoreline is by ferryboat. The city looks to the west onto the Olympic Mountains, and to the east toward the Cascade Mountains, which include the majestic Mount Rainier. Day trips from Seattle can lead you to those mountains, as well as waterfalls, ice caves, steam trains, totem poles, tide pools, and floating bridges.

For further information on lifestyle expectations, SPU policies, and benefits see www.spu.edu/hr

Employment Application



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Seattle Pacific
UNIVERSITY

Mail: Office of Human Resources • 3307 Third Avenue West, Ste 302 • Seattle, WA 98119

Hand Deliver: 330 West Nickerson Street, Seattle • **Fax:** 206-281-2846 • **Home Page:** <http://www.spu.edu/depts/hr/>

Position(s) of Interest _____ Date _____

PERSONAL INFORMATION

Full Name _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone: Day _____ Evening _____ Email Address: _____

Are you a United States Citizen or legally eligible to work in the U.S.? Yes No (If hired, you will be required to provide documentation that you are eligible to work in the U.S.)

Have you previously been employed by Seattle Pacific University? Yes No If yes, give position and dates: _____

How did you learn about this job opening at SPU? (please provide exact name of source) _____

For placement purposes only, are you related by blood or by marriage to any present employees at Seattle Pacific University? Yes No
If "Yes," please list below:

Name	Relationship	Department

Do you or any of your relatives have a financial interest in a business/organization that has a financial relationship to the University?

Yes No If "Yes," please list below.

Name	Relationship	Position/Organization

Upon receiving an offer of employment, will you be able to provide the required employment eligibility information (e.g. proof of U.S. citizenship, permanent residency, unexpired temporary residency or a current valid visa) that would permit you to work in this country? Yes No

Date available for employment _____ I am willing to work (please check all that apply): Full-time Part-time Temporary

REFERENCES

List below three persons (other than relatives) who are familiar with your character, professional qualifications, and experience to whom we may direct inquiries.

Name	Address	Telephone No.	Relationship

WORK EXPERIENCE

In the spaces below, please complete the requested information regarding your last ten years of work experience, listing most recent experiences first. Include U.S. military service and voluntary service. Attach additional pages if necessary.

Employer:	From Mo. Yr.	To Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:			Ending Salary:
Employer:	From Mo. Yr.	To Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:			Ending Salary:
Employer:	From Mo. Yr.	To Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:			Ending Salary:
Employer:	From Mo. Yr.	To Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:			Ending Salary:
Employer:	From Mo. Yr.	To Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:			Ending Salary:

EDUCATION AND TRAINING

List all colleges, universities, and/or trade schools attended (or high schools excluding dates of attendance if no higher education). List the most recent education first.

Name of Institution	Dates of Attendance		Sem./Qtr. Hours Earned (Specify Which)	Degree/Cert./Diploma Attained (Include Major)	Date of Graduation
	From	To			

Any additional information you would like to provide regarding your skills: _____

CHRISTIAN COMMITMENT

Seattle Pacific University seeks from all of its employees eager endorsement of its identity and understanding of its purpose as a Christian University. The University is permitted by law, and reserves the right, to show preference for employees on the basis of religion.

Please read the Statement of Faith and other introductory information provided with this application. Do you agree with and do you support the **SPU mission statement**?

Yes No With the following reservations: _____

Do you agree with and do you support the **SPU Statement of Faith**?

Yes No With the following reservations: _____

Please respond to the following questions:

Describe clearly, and with examples, your life of faith. How would you talk about your relationship with Jesus Christ? Please provide any aspects of your personal journey of Christian faith that are relevant.

What church do you currently attend? Describe your regular association with a group of Christian believers, including church affiliation and membership. Please also describe your participation in any Bible study or prayer group, or community outreach and ministry.

CRIMINAL HISTORY

Have you ever been convicted of a crime? (A conviction record will not necessarily bar an applicant from employment.) Yes No

If "yes," please identify the crime, date of conviction, and jurisdiction: _____

I hereby authorize investigation of all statements contained in this application and other information provided by me. I certify that all such statements and information are true and complete, and understand that any misrepresentation or omission of facts called for by this application or in other information provided by me will result in cancellation of this application, and if employed, may be cause for my dismissal. I also understand and agree that: (1) employment is subject to satisfactory reference and employment checks and verification of employment status, pursuant to the Immigration Reform and Control Act of 1986; (2) employment may be subject to satisfactory completion of a pre-employment post-offer physical examination; and (3) unless otherwise altered by a written contract signed by the University's president and the employee, any employment relationship with this University is of an "at will" nature, which means that the employee may resign at any time and the University may discharge employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the president of this University.

Signature _____ Date _____

(For further information on Lifestyle Expectations, SPU Policies, and Benefits see www.spu.edu/Hr)

Please return this completed application and appropriate insert to the Office of Human Resources:

Mail to: 3307 Third Avenue West, Suite 302, Seattle, WA 98119.

Physical address: 330 West Nickerson, Seattle WA 98119.

Incomplete applications will not be considered.

If you require an accommodation for a disability so that you may complete this application or participate in the selection process, you should contact Human Resources at 206-281-2809.

SEATTLE PACIFIC UNIVERSITY NOTICE OF NONDISCRIMINATION POLICY

It is the policy of Seattle Pacific University not to discriminate on the basis of race, color, national origin, sex, age or disability in its programs or activities, as required by applicable laws and regulations.

As a religious educational institution operating under the auspices of the Free Methodist Church of North America, Seattle Pacific University is permitted and reserves the right to prefer employees or prospective employees on the basis of religion.

If you have any questions regarding this policy, please contact:

Director of Human Resources
206-281-2809
330 West Nickerson Street
Mailing Address:
3307 Third Avenue West, Suite 302
Seattle, WA 98119

If you believe you may have been discriminated against in violation of this policy, please immediately contact one of the individuals designated above or refer to the University's Discrimination Grievance Procedures ("Grievance Procedures"). Copies of the Grievance Procedures may be obtained from the above designated individuals; the Office of Student Life; or the Office of Human Resources. Copies of the Grievance Procedures are also posted on the University's website (www.spu.edu).

Human Resources Use Only				
	Copies To:	Date:	Interviews:	Notes:
Card Sent _____	_____	_____	_____	_____
Data Entered _____	_____	_____	_____	_____
Skill Code _____	_____	_____	_____	_____



Application Insert for Staff Positions (Exempt)

Name _____ Date _____

Professional qualifications/skills applicable to position being sought:

Academic or professional honors and recognitions:

Memberships in professional organizations:

Name of Organization	Period of Membership	Activities/Responsibilities