



Baptist Foundation of Illinois Candidate Questionnaire for Executive Director

Personal Information

Full Name: _____

Have you ever been convicted of a crime other than a minor traffic violation? No Yes

If Yes, state date, court and place offense occurred: _____

Have you ever been bonded? No Yes Have you ever been refused bond? No Yes

If Yes, state the reason and date: _____

Have you ever been discharged or requested to resign from a position? No Yes

If Yes, explain: _____

If you are a finalist, would you allow the Foundation to perform a background check? No Yes

If No, explain: _____

Is there anything that may affect your daily attendance and being present during the expected work hours?

No Yes If Yes, explain: _____

Personal Attributes

What personal values guide you? _____

What adjectives do others use to describe you? _____

Employment Experience

How has your leadership enhanced your current employer? _____

What is your most significant achievement in your current role? _____

What has been your most significant challenge in your current role & how did you deal with it? _____

Summarize your experience in each category:

Budget Preparation: _____

Communications: _____

Development/Fundraising: _____

Estate Planning/Planned Giving: _____

Investment Management: _____

Working with a Board: _____

Working for a Foundation: _____

Educational and Professional Information

Degrees Earned: _____ Institution / City / State: _____
_____ Institution / City / State: _____
_____ Institution / City / State: _____

Professional Designations: _____ Professional / service organizations membership: _____

Other Relevant Information: _____

Church Information

Church name: _____

Mailing Address: _____ State / Zip: _____

Level of knowledge of Illinois Baptists: _____

References (List 5 references whom we may contact: at least two employment-related references and two personal clergy, church member, friend and/or co-worker references.)

Name: _____ Title: _____

Mailing Address: _____ Telephone: (____) _____

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Name: _____ Title: _____

Mailing Address: _____ Telephone: (____) _____

Name: _____ Title: _____

Mailing Address: _____ Telephone: (____) _____

Candidate's Statement

The facts set forth in my attached resume and candidate questionnaire are true and complete. I understand that if I am employed, false statements shall be considered sufficient cause for dismissal.

Signature of Candidate: _____ Date: _____