



## CHAPLAINCY RELATIONS

ENDORSE • SUPPORT • TRAIN

# CHAPLAIN ENDORSEMENT APPLICATION

Office of Chaplaincy Relations  
Baptist General Convention of Texas

### **SECTION ONE: BIOGRAPHICAL INFORMATION**

***Submit the following in a resume format:***

#### **A. Personal Information**

1. Your Name
2. Type of Chaplaincy Requiring Endorsement
3. Recent Photo of Candidate
4. **Last Four** of Social Security Number
5. Date and Place of Birth
6. Home Address & Phone Numbers (home, cell)
7. Business Address & Phone Numbers (office, cell)
8. Home Email Address
9. Business Email Address

#### **B. Family Information**

1. Marital Status
2. Recent Photo of Family
3. If married, spouse's first name and maiden name
4. Date & Place of Marriage
5. Spouse's Date of Birth

***Does your spouse support you in this application?***

6. Children's Names w/ Date of Birth

### **C. Clergy Status**

1. License and/or Ordination Information
  - a. License/Ordination Date
  - b. Pastor of Church
  - c. Name & Address of Church
2. Local Baptist Church Membership  
**(If in Texas or Virginia, must be affiliated with BGCT or BGAV)**
  - a. Pastor of Church
  - b. Name & Address of Church
  - c. Is your spouse member of same church?

***Include copy of license and ordination certificate with application.***

### **D. Educational Information**

***Include date graduated, degree obtained and primary concentration.***

1. High School
2. College or University
3. Seminary
4. Clinical Pastoral Education

***Include official transcripts with application (see instructions below).***

### **E. Career Information**

1. Do you have Military Experience?
  - a. Previous or Present Status
  - b. DD214 (if applicable)
2. Present to Past Employment
  - a. Location
  - b. Dates Served
  - c. Position Held
  - d. Full or Part Time

### **F. Endorsement Information**

1. Ministry Position Requiring Endorsement
2. Deadline Date You Require Endorsement
3. Educational & Experience Prerequisites for Position
4. Employer Contact Information for this Ministry Position
5. Certification Organization Requiring Endorsement
  - a. If you are applying for board certification, please indicate
  - b. If you are currently board certified, please indicate
  - c. Contact Information for this Certification Organization
6. Have you previously applied for endorsement? If so, please provide information about that application.

## **G. Letters of Recommendation**

Ask at least five (5) people who know you and would evaluate you as a person and a minister of the gospel of Jesus Christ to send a personal Letter of Recommendation email to [chaplaincy@texasbaptists.org](mailto:chaplaincy@texasbaptists.org).

## **SECTION TWO: ESSAY**

### **Personal and Theological Essay**

***Submit a ten (10) page, single spaced essay describing the following:***

1. Personal Life Story
2. Family of Origin including Birth Order
3. Significant Life Events
4. Spiritual Life Story
5. How God Has Worked in Your Life
6. Profession of Faith & Baptism
7. Call to Ministry
8. Ministry Opportunities
9. Significant Life Events
10. Personal Code of Ethics for Ministry
11. Philosophy of Ministry
12. Doctrinal Statement of Faith (Refer to Baptist Faith and Message of 1963)

## **SECTION THREE: SUPPORTING DOCUMENTATION**

### **A. Personal Interview**

The Texas Baptist Endorser and a designated representative of the Chaplaincy Relations program will interview all first-time applicants for denominational endorsement. You will make the necessary arrangements for this interview. **If married, your spouse is required to be a part of this interview.**

### **B. Background Check**

Fill out the attached Background Check completely and submit with your application.

### **C. Official College and Seminary Transcripts**

Provide official copies of your college and seminary transcripts with your application. Degree-granting transcripts are recommended. Most colleges and seminaries provide electronic copies. Have them sent to [chaplaincy@texasbaptists.org](mailto:chaplaincy@texasbaptists.org) or mailed to the address below.

### **D. Copies of License and Ordination Certificates**

Provide a copy of your License and Ordination to the Gospel Ministry with your application.

Submit your application in a .PDF file to [chaplaincy@texasbaptists.org](mailto:chaplaincy@texasbaptists.org).

-OR-

Mail it to:  
Baptist General Convention of Texas  
Chaplaincy Relations  
7557 Rambler Rd, Suite 1100  
Dallas, TX 75231

Call Eric Whitmore at (214) 828-5277 for more information.