

Dear Volunteer,

Jesus said to Peter, "If you love me, take care of my sheep." This is what *Caring Hearts Ministry* is about. It is a connection to the church and Jesus Christ for the adult homebound person.

If you are interested in being a part of this ministry, take these forms and fill them out: an application form, a background release form and then read and sign the Doctrinal Statement. Leave these forms in a sealed enveloped at the reception desk at Door B or mail to Gayle Haywood, Caring Hearts Ministry, Brentwood Baptist Church, 7777 Concord Road, Brentwood, TN 37027. Please return these forms by August 1, 2011. All information will be kept confidential. The background release form will be kept confidential in our Human Resource Office. These forms can also be found at [www.brentwoodbaptist.com/caringhearts](http://www.brentwoodbaptist.com/caringhearts).

There will be an orientation session with training on making the visits. You will be contacted several weeks before this orientation as to time and place. We anticipate that volunteers will be ready to start visiting by September 1.

If you have questions, call 324-6142 and leave a message or email [caringhearts@brentwoodbaptist.com](mailto:caringhearts@brentwoodbaptist.com). Someone will get back with you.

Thank you for considering this ministry and serving your Lord through this ministry.

Sincerely,

Gayle Haywood  
Senior Adult Minister



### **Requirements for volunteers:**

- ♥ Regular attendee of Brentwood Baptist
- ♥ Complete an initial application
- ♥ Clear background check
- ♥ Complete orientation session
- ♥ Proof of valid driver's license and car insurance (If transporting the individual)
- ♥ Visit homebound friend 1-2 times a month
- ♥ Distribute *Home Touch* packets
- ♥ Pray for the person regularly
- ♥ Have heart for elderly and homebound
- ♥ Demonstrate the ability to listen with empathy and understanding
- ♥ Be willing to spend time needed to minister to their assigned person
- ♥ Send cards on special occasions
- ♥ Report visit on Congregational Care Ring ( You will be trained on this.)



**Care Friend Application**  
**Brentwood Baptist Church**

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Church Affiliation \_\_\_\_\_

Member of the above church? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you accepted Jesus as your personal Savior? YES \_\_\_\_\_ NO \_\_\_\_\_

Are you already visiting a homebound person? YES \_\_\_\_\_ NO \_\_\_\_\_

Person's name visiting \_\_\_\_\_

Church activities you are involved in  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Why have you chosen to volunteer in this ministry?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(use back of page if needed)*

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*For office use only*

Homebound person assigned to you \_\_\_\_\_

Your partner for visits \_\_\_\_\_

**All information will be kept confidential.**



## **Brentwood Baptist Church Doctrinal Statement**

### **Resurrection**

We believe that Jesus Christ died a physical death on the cross and that he rose from the dead. His resurrection is the central point of our faith. It provides salvation ([Romans 10:9-10](#)) and ensures the resurrection of believers. ([I Corinthians 15:20-28](#); [II Corinthians 4:13 - 15](#); [I Thessalonians 4:14](#))

The eternal God reveals himself as Father, Son and Holy Spirit, with distinct personal attributes, but without division of nature, essence or being:

### **God the Son**

Jesus Christ is the eternal Son of God. He was conceived of the Holy Spirit and born to a virgin. He was wholly man and wholly God. Jesus perfectly revealed and did the will of God. He died as the atonement for all of mankind's sins; so that man could be reconciled to God through belief in Christ. He was raised from the dead, ascended into heaven and rules forever with God. ([Matthew 1:18-23](#); [Matthew Chapters 26-28](#); [John 1:1, 14](#))

### **God the Father**

God as Father reigns with providential care over His universe, His creatures and the flow of human history according to the purposes of His grace. He is all powerful, all loving and all wise. ([Genesis 1:1; 2:7](#); [Deuteronomy 6:4](#); [John 1:1](#); [I Timothy 1:17](#))

### **God the Holy Spirit**

The Holy Spirit is the Spirit of God. He inspired the writing of the Scriptures, He enables man to understand the truth. He exalts Christ. He convicts of sin. His presence in the Christians life is the assurance of God to bring the believer to fullness in Christ. He enlightens and empowers the believer and the church in worship, evangelism and service. ([Genesis 1:2](#); [Matthew 28:19](#); [Luke 24:49](#))

### **Scriptures**

The Bible or Scriptures were written by men divinely inspired by the Holy Spirit. In the scriptures God completely reveals himself to man. The Bible is perfect and true, without any error. It reveals the principles by which God judges us and is the supreme standard by which all human conduct, creeds and religious opinions should be tested. The criterion by which the Bible is to be interpreted is revealed in the life and teachings of Jesus Christ. ([Deuteronomy 4:1-2](#); [Matthew 5:17-18](#); [II Timothy 3:15-17](#))

## **Humanity**

Humans were created by the special act of God, in His own image and are the crowning work of His creation. Man was created innocent of sin, but by his own choice he sinned against God. From that time on mankind has been born with a natural inclination to sin which they can not control. As soon as we are able we all choose to sin and consequently are under the condemnation of sin. Only the grace of God, manifested in the death, burial and resurrection of Christ can reconcile sinful people to God. ([Genesis Chapters 1-3](#); [Romans 3:23](#))

## **Salvation**

Salvation involves the redemption of the whole man and is offered freely to all who by faith accept Jesus Christ as Lord and Savior. Salvation is the ultimate sign of God's grace to mankind. Our just reward for sinful living is eternal separation from God. Christ's death on the cross and His blood serve as the atoning sacrifice that allows sinful mankind to be reconciled to a Holy and Righteous God. This reconciliation is available to anyone who repents of their sin and through faith accepts Jesus Christ as their Lord and Savior. ([Genesis 3:15](#); [John 3:3-21](#); [Romans 6:23](#), [Ephesians 2:8-22](#); [Revelation 3:20](#))

## **The Church**

The New Testament speaks of the church as the body of Christ which includes all of the redeemed of all the ages. The church is also spoken of in the New Testament as a local body of baptized believers who are associated by covenant in the faith and fellowship of the gospel. The church is committed to the teachings of Christ, the spreading of the gospel to the ends of the earth, exercising the ministry of believers to one another through the use of the spiritual gifts given to believers by the Holy Spirit and the observance of the sacraments ([Lord's Supper](#) and [Baptism](#)). ([Matthew 28:18-20](#); [Acts 2:41-42, 47](#))

## **Eternity**

God, in His own time and in His own way, will bring the world to its appropriate end. According to His promise, Jesus Christ will return personally and visibly in glory to the earth; the dead will be raised and Christ will judge all men in righteousness. Those who have not accepted Christ as savior will be consigned to Hell, the place of everlasting punishment. Those who have accepted Christ as savior in their resurrected and glorified bodies will receive their reward and will dwell forever in Heaven with the Lord.

By signing this covenant I acknowledge I have read the Covenant of Beliefs and Doctoral Statement. I understand each evangelical ministry journey uses truths addressed in this covenant and I agree my own personal beliefs are in line with the statements made within this covenant.

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Signature of Applicant/Team Member

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Date

Dear Ministry Worker,

Have you ever been in a situation where you knew what had to be done but you hated to do it? Sending out this letter is one of those instances for me. Please understand that this request is not intended to question anyone's integrity or intentions. It is simply a necessary step that a responsible church must take.

When people come to our church and entrust their children or themselves to our service and ministry workers, they do so with confidence that there is an implicit accountability on our part. When people bring their tithes and offerings to our church, they, too, expect accountability. Accountability has two prongs: first, accountability to Our Lord and Savior, claiming Him as the One we serve, and second, accountability to the laws of our state and our nation.

We all would like to assume that everyone who serves in a church is worthy of our trust unconditionally. But unfortunately, we learn, as we read our newspapers or listen to our television, that Satan will launch his most severe attacks on those who serve in God's ministries. Awarded damages have reached previously unthinkable size in cases involving church workers and the churches they serve. Background checks offer tangible evidence to both the people served and those that enforce the laws of our land that we have been duly diligent and taken all available steps to ensure that the people who serve in our church are as they represent themselves to be.

A background check, in and of itself, does not guarantee that we will never have an incident but it is a critical tool for us to demonstrate our accountability. It has been validated time and time again that incidents and legal violations are the result of patterns of behavior. We want to do our best to ensure that those who work with our children do not have behavioral problems in their past.

Please read the attached information and complete the application, then return it to the church office as soon as possible. (Particular attention should be paid to the chart on page 2. It details the type of checks we will run.)

If you have any specific questions about the process, please feel free to contact any of the following people: Jim Jenkins, Membership Development Minister, [jjenkins@brentwoodbaptist.com](mailto:jjenkins@brentwoodbaptist.com). or call 615-324-6116; or Lisa Francisco, Business Manager, [lfrancisco@brentwoodbaptist.com](mailto:lfrancisco@brentwoodbaptist.com). or call 615-324-6130. Jim and Lisa are responsible for the validity of this process.

I appreciate your willing service to our church and the many contributions you have made to the lives of others. I pray that you can appreciate why we must take this course of action.

In His Grace,



Michael L. Glenn  
MLG/dm  
Senior Pastor

GUIDELINES FOR BACKGROUND CHECKS

3/9/05

Ministry	Criminal	Credit	Driving
Pre-School	X		
Children	X		(as needed)
Youth	X		(as needed)
Deaf Ministry	X		X
Tellers	X	X	
Employees	X	X	X
BYCS Subs	X		
Childcare Workers	X		
Stephen Ministry	X	X	
Benevolence Team	X	X	



4801 Arapaho Rd, Suite 300  
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Fax: 214-382-2732  
[www.ciabackgroundchecks.com](http://www.ciabackgroundchecks.com)

**CLEAR INVESTIGATIVE ADVANTAGE LLC-- RELEASE FORM**

**The purpose of this form is to notify you that an investigation report will be conducted on you in the course of consideration for this request:**

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Last name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Maiden name or any aliases used in past \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Please list your last seven years of residence (Include city and state).**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**In connection with this request, I hereby authorize all corporations, employers, education institutions, law enforcement agencies, city, state, county, and federal courts, military services and persons to release information they may have about me to the person or company with which this form has been filed or their agent, Clear Investigative Advantage, LLC. This releases the aforesaid parties from any liability and responsibility for collecting any information.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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**CREDIT RELEASE FORM**

**The purpose of this release form is to obtain permission and inform you, the applicant that a credit report will be pulled on you in the course of consideration to volunteer with:**

**Brentwood Baptist Church**

**Please read and sign this release and acknowledge that you, the applicant, understand and give permission to Clear Investigative Advantage LLC and the company below to access your credit history for volunteer purposes only.**

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Last name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**In connection with this request, I hereby release the aforesaid parties from any liability and responsibility for obtaining my, the applicant, credit report.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_