

TAYLOR COLLEGE AND SEMINARY

Registrar

Application Package



TAYLOR
SEMINARY • COLLEGE
E P WAHL CENTRE

December 2011

Thank you for your interest in our opening for the position of Registrar (1/2 time). Please find enclosed information to help both you and the search committee in our considerations. Included are an application package, and Taylor's Mission Statements, Core Values, Objectives, our Statement of Beliefs, and our Lifestyle Standards.

Completed application package, including a complete résumé and contact information for your references, should be forwarded to me at your earliest convenience. Applications will be accepted until the position is filled.

In the meantime, please do not hesitate to contact me if you have any questions or comments.

Sincerely,

Dr. David Williams, President
Taylor College and Seminary
11525 - 23 Avenue, Edmonton, AB T6J 4T3
Telephone: (780) 431-5200
Fax: (780) 436-9416
Email: david.williams@taylor-edu.ca

**Taylor College and Seminary
Registrar
Application Form**

Name:

Email address:

Citizenship:

Church membership:

Denomination:

Please provide the following as part of your application package:

- How did you hear about this position?
- Can you affirm Taylor's Statement of Beliefs, Philosophy of Education, Lifestyle Standards, and Professional Ethics Statement, Mission and Core Values? Do you have reservations about any of these statements?
- The Registrar is required to be an active member of a North American Baptist church or a member of an evangelical church with a like-minded statement of faith. Are you willing to do so?
- Briefly describe your spiritual pilgrimage, church membership, and present Christian service, as well as significant events in your Christian experience.
- Why does this position interest you?
- Please describe your leadership, management, and pertinent experience.
- Describe your leadership and management style or philosophy.
- Is there anything else you want to tell us that would be relevant for us to consider?

Completed application packages should be forwarded to:

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President, Taylor College and Seminary
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**Taylor College and Seminary
Mission, Vision & Core Values**

Mission:

To develop Christ-minded leaders who make a difference in the world.

Vision:

Taylor will be the learning centre of choice for Christian service.

Core Values:

1. Evangelical convictions
2. Spiritual and character formation
3. Transformational learning
4. Wise stewardship
5. Life-long servant leadership
6. Collaborative partnerships
7. Cultural diversity

World Evangelical Fellowship Statement of Beliefs

We believe in the Holy Scriptures as originally given by God, divinely inspired, infallible, entirely trustworthy; and the supreme authority in all matters of faith and conduct;

One God, eternally existent in three persons, Father, Son, and Holy Spirit;

Our Lord Jesus Christ, God manifest in the flesh, His virgin birth, His sinless human life, His divine miracles, His vicarious and atoning death, His bodily resurrection, His ascension, His mediatorial work, and His personal return in power and glory;

The salvation of lost and sinful [humanity] through the shed blood of the Lord Jesus Christ by faith apart from works, and regeneration by the Holy Spirit;

The Holy Spirit, by whose indwelling the believer is enabled to live a holy life, to witness and work for the Lord Jesus Christ;

The resurrection of both the saved and the lost; they that are saved unto the resurrection of life, they that are lost unto the resurrection of damnation.

Taylor College and Seminary Lifestyle Standards

Because faculty and staff in their job applications testify to a personal faith in Christ, it is assumed that they are committed to personal, moral, and spiritual development. As representatives of Christ, even more than of our Schools, staff and faculty, full-time or part-time, should show a Christian commitment and lifestyle which can confidently be regarded as an appropriate model for the students, the constituency, and the world.

As indicated in the doctrinal statements the Schools use, the Christian Scriptures are the supreme authority and guide for all our doctrine and conduct. Hence, the specific ethical standards of this lifestyle statement are guided by our understanding of Scripture and our commitment to its authority. Likewise, because our Schools are supported by the North American Baptist Conference, which is part of the contemporary evangelical movement, we seek to honour and respect the convictions and practices of the churches we serve.

We recognize that in this life our attainments in Christ-likeness are inadequate; we acknowledge that our conformity to God's design for His children is imperfect. Yet we agree that those in positions of Christian leadership should evidence spiritual growth and maturity as a consequence of a wholehearted love of God. What follows, therefore, expresses our understanding of important aspects of the Christian lifestyle to which we aspire.

Faculty and staff are to cultivate a growing spiritual life through faithful church participation and personal devotional exercises.

Staff and faculty are to demonstrate responsibility and integrity in their work assignments...willingly and faithfully fulfilling their obligations as teacher, worker, colleague, and fellow Christian in the context of the ministry of our Schools. They are to be equally responsible in the context of their social and business relations in the larger community. They also are to exercise stewardship of their time and resources on the job and during leisure hours.

Faculty and staff are to show respect for all with whom they deal. They should treat others with courtesy, fairness, and consideration, and avoid the expression of prejudice, harassment, or ridicule. We understand this to preclude abuse of others...verbal, emotional, physical, and sexual. Their language is to be neither profane nor vulgar.

Staff and faculty are to follow Christian standards of family life. They should honour their parents and seek to build meaningful relationships with siblings and other members of their extended families. The marital relationships of faculty and staff should be a spiritual, monogamous, and heterosexual union marked by fidelity, intimacy, and permanence; their partnership should demonstrate mutual, active care, responsibility for each other's needs, respect and a growing knowledge and understanding of the other person. Should faculty or staff members experience marital breakdown or the trauma of divorce, their lives subsequently should exemplify the redemptive power of God to restore wholeness. If they are parents, they should strive to model faith

in God, train their children in biblical knowledge and values, and love and nurture their children according to biblical principles.

Staff and faculty are to follow biblical standards of sexual conduct, restricting all sexual affiliations to marriage. Premarital, extramarital, or homosexual or lesbian sexual conduct should be avoided. For the married, faithfulness is the standard; for the unmarried, continence.

Staff and faculty are to respect their bodies as temples of the Holy Spirit and, consequently, to care for their physical well-being and to avoid substance abuse.

Staff and faculty are to practice discernment in the choice of entertainment including television, movies, theatre, music, magazines, and literature. They are to avoid pornography and all practices based in a non-Christian world-view (e.g., occultism).

Each employee is individually responsible to observe these doctrinal, purpose, and lifestyle standards with integrity. Any critique of a community member must be initiated and carried out cautiously, charitably, justly, and reluctantly. Should questions arise about a colleague, each of us is to suspend assent to and avoid gossip concerning unconfirmed allegations. Perpetuating rumours and uncharitable judgements violate the spirit of the lifestyle standards. Disregard for any part of these community standards is the occasion for recovery and restoration, not for abrupt discipline. While some violations of these standards may be too serious to delay correction, most will deserve forbearance and patience. During any period of doubt and recovery, support for the troubled and unity among staff and faculty are our first obligations. Unresolved matters will be dealt with through the Discipline section of this document.