

New Creations Chapel, Inc.

6400 National Rd. East ~ Richmond, IN 47374 ~ (765) 935-2790 ~ Fax: (765) 935-3961 ~ info@newcreationschapel.org ~ www.newcreationschapel.org

Dear Applicant:

Thank you for your interest in serving Christ at New Creations Chapel, Inc. We are a church with mission arms reaching others through: a Boarding School for teenagers, Christian School for grades K-12, Basketball Academy for student athletes, CrossRoads Ranch an equestrian program for all ages, and Camp programs.

For anyone to qualify to be employed by New Creations we must have a telephone interview, a personal interview and you must complete our employment packet including references. You must have accepted the terms of employment prior to an interview.

- Starting pay is \$290 up to \$600 per week per individual for full-time employment. Pay is determined by experience in Christian and secular work, and degree. Also if you have a US Degree it must be approved by ICAA (International Christian Accrediting Association) or our accredited association in order to teach in the school.
- Housing is sometimes available and starts at \$57.62 to \$100.00 per week.
- Health Insurance is provided after 90 days for full-time, single or family staff, if both work for New Creations.
- If you have children, they will be able to attend the Christian School at no charge, excluding books.
- College enrollment discount.
- We have 700+ acres of property for lots of recreational activities such as swimming, fishing, canoeing, hiking and horseback riding that is available for staff at no charge.
- Pay is given to both husband and wife, who are employed.
- Year round employment.
- One week paid vacation after first year of employment.
- New Creations becomes your home church for full-time staff and attendance is required
- Free Internet Access.
- Cafeteria Privileges at no charge.
- Moving Allowance from \$100 - \$500 is discretionary.
- Paid Holidays are available to full-time staff. Depending on department, you may have to work these days but will be given replacement days.

STEPS OF EMPLOYMENT

1. Applicant sends resume via email to New Creations at info@newcreationschapel.org.
2. New Creations sends applicant: detailed employment letter, overview of ministry, What We Believe, employment paperwork to be completed by applicant if interested in pursuing a position at New Creations via email.
3. If applicant doesn't respond by 15 days of receiving the employment information and paperwork, the file will be deleted.
4. If applicant still interested in pursuing a position, he/she returns employment paperwork to info@newcreationschapel.org.
5. Once employment paperwork is received, a phone interview will be conducted by Human Resources.
6. If applicant is local a tour/interview will be scheduled. If applicant is not local, a phone interview will be conducted with the Department Director.
7. After prayer and thoughtful consideration, a decision will be made of applicants future with New Creations.

New Creations Chapel is committed to serve Christ with excellence and fulfill the call to build champions in Christ by impacting them with the word of God in love and discipleship.