 PWC Employment Application

Possibilities Women’s Center (PWC) promotes a culture of life and helps women flourish through love, education, support, and hope. We direct our compassion for life into the personal care of our clients, providing free reproductive health and maternity services. PWC functions as both a medical clinic and 501(c)(3). Each client’s needs are treated with compassionate care and confidentiality; every service is free and accessible, thanks to a community of donors.

The PWC Team plays an integral part fulfilling this vision, and if you think you may fit this mission, as well as the posted job description, we would like to hear from you.

Along with the provided job description, this packet includes all employment application paperwork. Please refer to the application instructions below and return. Thank you for taking the time to complete the application process.

1. First review the Possibilities Mission Statement and Story of Possibilities.
2. Complete, sign, and return the following forms to PWC or the designated hiring committee for the posted job description:
   1. Employment Application
   2. Statement of Faith
   3. Background Check Authorization
   4. Reference List
3. Please include a current resume with your application paperwork. *A cover letter is optional, though encouraged.*
4. Once paperwork is returned and reviewed, we will follow up accordingly.

If you have any questions, feel free to reach out: [info@findmypossibilities.com](mailto:info@findmypossibilities.com) | 360-330-2229.

**The PWC Team**

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**Mission Statement:**

* Possibilities Women’s Center (PWC) is a Christ-centered ministry impacting the culture of life through love, education, support, and hope.

**Goals:**

* Cultivate a pro-life culture that makes it possible for women and their families to flourish
* Be known as a compassionate and safe place for *any* woman in Lewis County to receive care and support.
* Listen to and help meet the needs of each woman through PWC services and networking with local agencies to empower her choices and future.
* Mitigate abortion risk factors by responding to real-life disparities and financial, emotional, material, and relational barriers that make it challenging for a woman to carry her pregnancy full-term.
* Become a trusted community resource for sexual risk prevention and education.
* Encourage a *holistic pro-life* response of compassion and conviction among our partners and donor community.

**Motto:**

*Putting God’s Compassion for Life into Action*

**The PWC Mission will be accomplished through:**

* Free medical & social services:
  + Pregnancy Tests & Verification
  + Limited STD Tests & Treatment
  + Sexual Risk Prevention
  + Material & Educational Support
* God’s compassion embodied in caring staff and volunteers who listen to concerns and assist each woman in her decisions without judgment
* Support throughout a woman’s pregnancy & beyond
* Promoting healthy prenatal care & parenting
* Post-abortion care, grace, & healing
* Community networking as needed

The Story of Possibilities

The needs of women experiencing unplanned pregnancies have long been a concern in Lewis County. A group of pro-life Christians met in the mid-1980's to determine how they could open a crisis pregnancy center to help women. This early effort to organize planted a seed that bore fruit in the following decade.

In December 1991 a group of individuals met to discuss the possibility of a pregnancy resource center once again. A steering committee was then formed and met regularly for a year to develop a plan. A formal Board of Directors began to oversee the center in mid-1992, and tireless efforts of many volunteers eventually led to the opening of the pregnancy center at 604 West Main Street in Centralia in June 1993.

Initially, the ministry was called the ABC Crisis Pregnancy Center of Lewis County, an acronym for "A Better Choice." In the mid-1990’s the name was changed to Care Center of Lewis County, a Family Life & Pregnancy Resource Center. In August 1998, the center moved to its current home at 1017 West Main Street in Centralia. Over the years, the facility has been remodeled and decorated by the hands of amazing volunteers. The front building houses client and nurse consultation rooms, a family-friendly waiting room, and administrative offices. The back building hosts the Care Closet, a conference room, a laundry room, and storage space.

In 2010, the Board of Directors made the decision to become a basic medical clinic offering pregnancy testing and pregnancy options education under the direct supervision of a licensed Medical Director. After conducting a focus group, the decision was made to change the name to Possibilities Pregnancy Center.

Possibilities' services expanded to include free pregnancy tests, education on all pregnancy options (parenting, adoption, abortion), nurse consultations, prenatal and parenting education (Earn While You Learn Program), keepsake ultrasound, material support (diapers, clothes, baby gear), limited STD testing for women, post-abortion recovery, and Teens@Possibilities. All of these services continue to be free resources for women, thanks to the support of monthly donors, local church and community partners, and annual fundraisers.

In 2018 Possibilities Pregnancy Center became Possibilities Women’s Center (PWC). While the change may seem subtle, it identifies the organization’s growing passion to be a pro-life voice advocating for and empowering women, specifically through responding to and mitigating abortion risk factors, equitable resources, sexual risk prevention, and promoting generational impact. No matter the political winds and pro-life vs. pro-choice tensions, PWC remains dedicated to people over politics and is committed to being known as a compassionate place where any woman in Lewis County can receive care.

Employment Application

*Please complete and return this application, along with The Statement of Faith, Background Check Authorization, Reference List, and your personal resume. A cover letter is not required, though encouraged.*

***Contact Information***

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Can we contact you via text message at this phone number? YES NO**

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Personal Information***

**Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Do you have children? YES NO If “yes”, what are their names/ages? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Current Occupation/Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are you bilingual? YES NO If “yes”, in what language(s)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Have you had any prior experience or connection to Possibilities Women’s Center or any other pregnancy resource center? YES NO If “yes”, list the name of the organization and contact information: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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***Position for Which You are Applying:*** *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**Please share why you would be an ideal candidate for this position and what unique or desired skillsets you would contribute.** *Attach additional paper as needed for any of the responses below.*

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**Please list any relevant experience(s) you have that would be beneficial for this position.**

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**Explain what draws you to apply at PWC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Describe your Christian faith and how it applies to your everyday life/work, spiritual disciplines, and the community of faith/worship in which you currently engage.**

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**Has someone close to you considered abortion or had an abortion? YES NO**

**Please share about this situation and how it has affected you: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Share your feelings on pre/extra-marital sexual activities and birth control: \_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Many of the clients PWC serves have different views and values. Please elaborate on your ability to interact with others whose faith, lifestyle, and convictions differ from your own.**

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Statement of Faith

Thank you for your interest in working/volunteering at Possibilities Women’s Center. We ask all personnel to be in agreement with one of the following prior to working/volunteering: Statement of Faith or Nicene Creed. If, after reading them, you are in agreement, then please sign the one of your choice.

* We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
* We believe that there is one God, eternally existent in three persons: Father, Son, & Holy Spirit.
* We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
* We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential and that this salvation is received through faith in Jesus Christ as Savior and Lord, and not as a result of good works.
* We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life and to perform good works.
* We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
* We believe in the spiritual unity of believers in our Lord Jesus Christ.
* We seek to protect and care for life in all stages of God’s creation, from conception to natural death.

I fully believe the above statement of faith.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Nicene Creed

I believe in one God, the Father Almighty, Maker of heaven and earth, and of all things visible and invisible.

All in one Lord Jesus Christ, the only-begotten Son of God, begotten of the Father before all worlds; God of God, Light of Light, very God of very God; begotten, not made, being of one substance with the Father, by whom all things were made.

Who, for us men for our salvation, came down from heaven, and was incarnate by the Holy Spirit of the virgin Mary, and was made man; and was crucified also for us under Pontius Pilate; He suffered and was buried; and the third day He rose again, according to the Scriptures; and ascended into heaven, and sits on the right hand of the Father; and He shall come again, with glory, to judge the quick and the dead; whose kingdom shall have no end.

And I believe in the Holy Ghost, the Lord and Giver of Life; who proceeds from the Father [and the Son]; who with the Father and the Son together is worshipped and glorified; who spoke by the prophets.

And I believe one Holy Catholic and Apostolic Church. I acknowledge one baptism for the remission of sins; and I look for the Resurrection of the dead, and the life of the world to come. Amen.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Authorization to Background Check

Pursuant to 15 U.S.C. 1681b(b)(2)(B)

I authorize Possibilities Women’s Center to obtain a background check for volunteer/hiring purposes. I understand that inquiry may include, but is not limited to: conviction records, motor vehicle records, credit checks, references, and copies of prior personnel files.

**First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MI: \_\_\_\_\_\_ Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Previous or Maiden Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

This authorization is given pursuant to the Fair Credit Reporting Act, 15 U.S.C. 1681b(b)(2)(B).

We appreciate your interest in employment.

Possibilities Women’s Center policies state any person who has perpetrated, been arrested for, charged with, or is under probation for either sexual or physical abuse will not be able to volunteer at Possibilities Women’s Center.

**The PWC Team**

Reference List

A list of at least three references are required with this application. Preferably, please include at least two professional references and one pastoral or personal reference that can speak to your faith and character.

If you are unable to provide two professional references, please elaborate on what references you have included and why: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**By providing the following contacts, you give any hiring committee/individual on behalf of Possibilities Women’s Center permission to contact and request professional or personal references on your behalf.**

REFERENCE #1— Professional

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Business/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

REFERENCE #2— Professional

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Business/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

REFERENCE #3— Pastoral or Personal

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Relationship to You: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**