



VICE PRESIDENT FOR ADMINISTRATION NLS Nominee Information Form

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

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

City, State, Zip: \_\_\_\_\_

Telephone Nos. (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

E-mail \_\_\_\_\_ (Fax) \_\_\_\_\_

Home Secretariat \_\_\_\_\_ Church Affiliation \_\_\_\_\_

Weekend Attended (please include year): \_\_\_\_\_

First and foremost pray for guidance before and while completing this form.

I have read through the current Job Description located at [viadecristo.org/contacts/job descriptions](http://viadecristo.org/contacts/job%20descriptions) and have a good understanding of what the position entails:  Yes  No

Are you active in a reunion group?  Yes  No. If "No", Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any family information you would like to share: \_\_\_\_\_  
\_\_\_\_\_

Occupation (If retired, what was your occupation): \_\_\_\_\_

How do you feel your occupation, current or former, would help you in this position: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your experience in your local Secretariat, including positions held: \_\_\_\_\_  
\_\_\_\_\_

Your experience on behalf of the NLS in attending and working: \_\_\_\_\_  
\_\_\_\_\_

Your experience in your local church: \_\_\_\_\_  
\_\_\_\_\_

Computer skills:  Word  Excel  Email  Power Point  Other \_\_\_\_\_

Your experience with event planning, coordinating events, creative thinking, attention to details and visioning: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Communication skills/experience: \_\_\_\_\_  
\_\_\_\_\_

Other experience which would help you as the Vice President for Administration: \_\_\_\_\_

\_\_\_\_\_

Special interests:

How do you see the position of Vice President for Administration promoting and supporting the growth and health of the Via de Cristo ministry? \_\_\_\_\_

\_\_\_\_\_

Why do you feel you would be the best person for this position? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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