

APPLICATION

EAST MOUNT ZION BAPTIST CHURCH LEADERSHIP

This application is for East Mount Zion Baptist Church Members 16 years of age and over only.
Please complete all areas of the application.

Members with Internet access may also apply on the East Mount Zion Baptist Church Website: at
www.eastmountzionbaptistchurch.org

Name (First, Middle and Last)	Email Address	EMZ Membership #
Mailing Address (# and Street Name or PO Box #)	Telephone #1	Telephone #2
City	State	Zip Code

AVAILABLE POSITIONS

Please check only the position in which you wish to serve

- | | |
|---|---|
| <input type="checkbox"/> Trustee | <input type="checkbox"/> Audit Committee |
| <input type="checkbox"/> Financial Secretary | <input type="checkbox"/> Physical Development Committee |
| <input type="checkbox"/> Assistant Treasurer | <input type="checkbox"/> Personnel Committee |
| <input type="checkbox"/> Assistant Church Clerk | <input type="checkbox"/> Investment Committee |

1. Please explain your commitment and desire to serve the East Mount Zion Baptist Church in the position you have selected above.

2. Please share your experience and/or the knowledge you possess that you believe will be beneficial in carrying out the duties and responsibilities of the position(s) you have selected above.

You may submit an attachment to this application if you need additional space to provide information you would like to be considered.

Signature _____

Date _____

Your application must be completed, signed, dated and received in the East Mount Zion Baptist Church Office by

Friday January 7, 2022

Applications sent via U.S. Mail should be addressed to:

Attn: Nominating Committee

East Mount Zion Baptist Church, 9990 Euclid Ave., Cleveland, OH 44106

Nominating Committee Members:

Deaconess/Trustee Ingrid Blalock; Deacon Harland Booth; Sister Brenda Bowie; Sister Luretha Grills;
Sister Gloria M Jennings, Facilitator

Reverend Dr. Brian A. Cash, Pastor

Responsibilities for Vacant 2022 Leadership Positions

Trustee

Trustees serve as authorized representatives in all transactions relating to the Church. They are the custodians of the legal title to the Church property.

Financial Secretary

The Financial Secretary keeps track of budget items, reconcile cash on a monthly basis along with many other duties.

Assistant Treasurer

The Assistant Treasurer will assist the Treasurer. The Treasurer is responsible for the safekeeping of Church monies and investments, among other duties.

Assistant Church Clerk

The Assistant Church Clerk assists the Church Clerk, and assumes the duties of the office in the absence of the Church Clerk.

Audit Committee

The Audit Committee audits all accounts of the Church and its organizations on a two-year cycle, reporting to the Church Council and to the Church at the Annual Meeting.

Physical Development Committee

The Physical Development Committee is responsible for major construction, building additions, land acquisitions and other capital improvements to the Church that have been approved by the Church Council and the Church.

Personnel Committee

The Personnel Committee is responsible to the Church for the development and implementation of policies relating to paid Church staff and their work. The Committee's duties include to study and make recommendations to the Church for future personnel needs.

Investment Committee

The purpose of the Investment Committee is to review possible avenues of investments for Church funds and to make recommendations to the Church. Duties include to provide written reports to the Church at quarterly meetings of all investment activities during the quarter and a yearly report at the Church's Annual Meeting.