



WDA Information and Application Packet

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Dear Christian Friend,

Thank you for your interest in Worldwide Discipleship Association. I hope that the information contained in this packet will assist you in understanding more about the mission and goals of WDA and how you might become more involved with us.

Our goal at WDA is to serve the Church worldwide through teaching the need for discipleship, offering a Biblical discipleship training strategy as well as “disciple our own” in order to send out trained leaders. The foundation we work from is a well-trained discipleship team. Therefore, we are always looking for quality, gifted people who want to grow in character and truth. Training is grouped under three broad headings all designed to help you grow:

- [1] personal development and team building
- [2] ministry implementation
- [3] theological and cultural understanding

As you grow, you will also be helping others grow by participating in active ministry. WDA has ministries at universities campuses and various ministry centers in the United States and around the world. Although we are primarily a training organization, we understand that the place to best equip people for the ministry, is in the ministry!

In this packet, we have tried to include materials that center on commonly asked questions regarding a career in our organization. However, by definition these questions cannot be specific enough for everyone who is considering this possibility. Therefore, please feel free to contact one of our representatives if you have further questions.

Sincerely,

Robert D. Dukes
President

About WDA

WDA was started in 1974 by Carl Wilson, who had previously served as a local pastor and as director of the High School Ministry of Campus Crusade for Christ, International. WDA is a ministry intent on building disciples for the church using a method patterned after Jesus' ministry. In recent years the church has led many to Christ; but has struggled to help Christians grow to maturity. Our vision at WDA is to build strong believers who can also equip others. This will bring glory to God as they exhibit Christlike character, sharing the Good News in an atmosphere of Christian love.

We hope to help strengthen the church's commitment to discipleship by offering a method of discipleship that is uniquely biblical. A detailed description of our ministry philosophy can be found in *Disciple Building: A Biblical Framework* by Bob Dukes. (Available through disciplebuilding.org/store.)

Realizing the strategic position held by universities as centers of influence in our culture, WDA initiated its ministry on college campuses. WDA continues to work in a variety of ministry contexts, training leaders, creating curriculum and providing consulting in order to build disciple building cultures which produce Christlike maturity.

Requirements for our staff include: a strong walk with God, personal maturity, a commitment to discipleship, and a teachable spirit. Each WDA staff member is responsible for raising his own financial support. See "*Raising Support — Is it Biblical?*" at the end of this document.

This briefly describes WDA. Should you need more information, please contact:

Worldwide Discipleship Association
P.O. Box 142437
Fayetteville, Georgia 30214
Attn: Margaret Garner, Human Resources
E-mail: mgarner@disciplebuilding.org
(770) 460-1337 / Fax # (770) 460-1339

WORLDWIDE DISCIPLESHIP ASSOCIATION
BOARD OF DIRECTORS
Effective September 2018

Dr. Carroll Coakley: Knoxville, Tennessee. Professor Emeritus and faculty advisor at the University of Tennessee

Robert D. Dukes: Fayetteville, Georgia. President & Executive Director of WDA.

Ross Greene: Peachtree City, Georgia. President of Greene Consulting Associates, LLC

Daniel Horne: (Board Chairman) Watkinsville, Georgia. Commercial Agent, Chastain and Associates

Woody Johnson: Atlanta, Georgia. Vice President/Real Estate and Development: Pizza.LLC

Hugh Kirby: Fayetteville, Georgia. Intergenerational Minister; New Hope Baptist Church

David Parfitt: Fayetteville, Georgia. Executive Vice President, Chief Operating Officer WDA.

C.J. Stanford: Tyrone, GA. Wealth Management Advisor and Certified Financial Planner for Merrill Lynch

Dr. Joyce Webb: Stockbridge, Georgia. Clinical psychologist; Founding partner of Keystone Counseling Center.

Mike Wolf: Fayetteville, Georgia. Investor/Entrepreneur, Pizza Guys, LLC

Dr. Mike Younker: Fayetteville, GA. CEO, South Atlanta Veterinary Emergency & Specialty Center.

OFFICERS OF WDA CORPORATION

Robert D. Dukes, President

David Parfitt, Executive Vice President COO

Frequently Asked Questions About WDA

The questions that arise about WDA from potential staff are varied. The most often asked questions are addressed here.

How did WDA begin?

WDA was founded in 1974 in Atlanta, GA under the leadership of Carl Wilson. Rev. Wilson began the WDA ministry after a study of the Harmony of the Gospels led him to the conclusion that there was a pattern of progressive growth in Jesus' ministry. He was convinced this ministry pattern would prove helpful to disciple builders as they encouraged people to grow to maturity in Christ.

What are WDA's main tasks?

WDA's primary tasks are 1) emphasizing the priority of disciple building, 2) training disciple builders and 3) building disciples!! We do these tasks both here in the US and overseas.

What are the distinctives of the WDA ministry?

Jesus had a plan for developing His disciples. Although it is impossible to exactly reproduce His patterns of discipleship, we have studied the Gospels and see that Christ's ministry can be divided into five phases that are linked to increasing stages of Christian maturity. By understanding these phases we gain valuable insight into how Christians grow and how we can help them progress toward Christian maturity using a biblical, strategic approach.

To understand more about this approach, please see *Disciple Building: A Biblical Framework*, WDA. Also, visit our website at www.disciplebuilding.org

How is WDA governed?

The Board of Directors, composed of godly business leaders and our president, determines the financial, organizational and international policies of WDA. The Board meets three times a year. A list of the current Board members is enclosed.

Bob Dukes, President, is responsible for overseeing WDA's areas of service, both US and international, (centers, partnerships and training platforms) as well as the Headquarters Ministry. There are advisory councils, composed of selected staff leaders, that serve to advise and give feedback.

How is WDA structured financially?

WDA is a non-profit tax-exempt organization supported by gifts from individuals, churches, corporations and foundations. All staff, with the exception of a few office staff who are paid on an hourly basis, raise their own support. WDA is a member of the

Frequently Asked Questions About WDA

Evangelical Council for Financial Accountability (ECFA). Each year an audit is done by an outside auditor. A copy of the audit may be obtained on request from Abby McFarlin, WDA Accountant. E-mail: info@disciplebuilding.org.

What happens to the money a staff member raises?

The money is sent to WDA and put into the designated staff member's account after an 11% administrative fee is deducted. The staff member then receives his salary and reimbursements from his account. Each donor receives a receipt for tax purposes.

If there is not enough money in the staff member's account to cover salary, he receives only a portion of a paycheck. If the salary received is below the amount needed for expenses, the staff member may request money from the Shalom Fund, which is a fund voluntarily supported by staff to meet financial needs.

Why are salary and reimbursements separated? Why is the amount not left in one lump sum?

This is done for tax purposes. Some reimbursements (such as ministry expenses) are tax-exempt. Combining salary and reimbursements would not allow staff members to claim the expenses as non-taxable.

Is it possible to live on the WDA staff salary on a long-term basis?

Yes! With WDA's salary/reimbursement structure it is possible to purchase cars, buy a home, raise children, plan and save for retirement, etc. Several staff members have been on WDA staff since 1974, have bought homes and faithfully provided for families of 5, 6 and even 7. Thus, from a financial standpoint, WDA is definitely a long-term career option for a staff member.

In addition to these basic salary items, there are supplements that staff may raise and receive: service supplement (for years of service in vocational Christian ministry), child and spousal supplements subject to guidelines, and others.

*Effective January 1, 2018

STATEMENT OF FAITH

1. There is one true God who is infinite, eternal and unchanging in His being and who exists in three persons: Father, Son and Holy Spirit, each of whom possesses equally all the attributes of Deity and the characteristics of personality.
2. The triune God is the Creator of all things. He sustains all things by the word of His power, and He has revealed Himself in history to all men through His chosen people, through the prophets and especially through His own son, Jesus Christ.
3. God has left the record of His disclosure about Himself and His will in the Holy Scriptures of sixty-six books of the Old and New Testaments. These Scriptures we hold to be fully, uniquely and verbally inspired of God and a reliable and true testimony of what God has objectively disclosed to His people through word and act.
4. The Holy Scriptures are the only standard to determine what is the truth about and the will of the living Christ. However, each individual interpretation of Scripture should be evaluated in the light of the meaning given by the Holy Spirit to the overall teachings of Scripture, in the light of the understanding given by the Spirit to all available teaching officers (elders or deacons) who have humbled themselves under the lordship of Jesus Christ, and in the light of the understanding given by the Spirit to all the body of believers to which it is being presented.
5. Jesus Christ is God, the living Word, who became flesh through His miraculous conception by the Holy Spirit and His virgin birth. Hence, He is perfect Deity and true humanity united in one person forever. He lived a sinless life and voluntarily atoned for the sins of men by dying on the cross as their substitute, thus satisfying divine justice and accomplishing salvation for all who trust in Him alone. He rose from the dead in the same body, though glorified, in which He had lived and died. He ascended bodily into heaven and sat down at the right hand of God the Father, where He, the only mediator between God and man, continually makes intercession for His own. He now is clothed in the glory of the Father and has all power given to Him in heaven and on earth.
6. Man was originally created in the image of God. He sinned by disobeying God; thus, he was alienated from his Creator. By one man sin entered into the world and death by sin, and so death passed unto all men, for all have sinned. Man's nature is corrupted, and he is therefore totally unable to please God in the flesh. Every man is in need of regeneration and renewal by the Holy Spirit. The salvation of man is wholly a work of God's free grace and is not the work, in

whole or in part, of human works or goodness or religious ceremony. God imputes His righteousness to those who humble themselves and put their faith in Christ alone for their salvation, and thereby justifies them in His sight. It is the privilege of all who are born again of the Spirit to be assured of their salvation from the very moment in which they trust Christ as their Savior. This assurance is not based upon any kind of human merit, but is produced by the witness of the Holy Spirit, who confirms in believers the testimony of God in His written Word and who demonstrates the reality of God's working in their lives by the fruit of the Spirit and love for the brethren.

7. The Holy Spirit has come into the world to reveal and glorify Christ and to apply the saving work of Christ to men. He convicts and draws sinners to Christ, imparts new life to them, continually indwells them from the moment of spiritual birth and seals them until the day of redemption. His fullness, power and guidance are appropriated in the believer's life by faith. Every believer is called to live in the power of the indwelling Spirit so that he will not fulfill the lust of the flesh but will bear fruit to the glory of God.

8. Jesus Christ is the Head of the church, His body, which is composed of all men, living and dead, who have been joined to Him through saving faith. He, however, has chosen to organize His body and direct it through official leaders who seek His direction by the Holy Spirit through the Scriptures and set an example in humility and service. God admonishes His people to assemble together regularly for worship, for participation in ordinances, for edification through the Scriptures and for mutual encouragement. The home is the place where the father and mother should teach the Scriptures and set an example of sacrificial love. The continuance of the church from generation to generation is dependent on the bearing, nurturing and training of children and on the official male leadership in the church and home. Order in civil affairs depends on order in the home.

9. At physical death, the believer enters immediately into eternal conscious fellowship with the Lord and awaits the resurrection of his body to everlasting glory and blessing, at which time he will share glory like that of Christ. At physical death the unbeliever enters immediately into eternal conscious separation from the Lord and awaits the resurrection of his body to everlasting judgment and condemnation. Jesus Christ will come again to the earth—personally, visibly and bodily—to consummate history and the eternal plan of God, and to visibly share His rule with those who have believed on Him.

10. The Lord Jesus Christ commanded all believers to proclaim the gospel throughout the world and to disciple men in every nation. The fulfillment of that Great Commission requires that all worldly and personal ambitions be subordinated to obeying and teaching all things which He commanded.

Raising Support – Is it Biblical?

Billy Wiginton <http://billywiginton.com/fundraising>

Biblical Support for Ministry Partners

Some often ask, “Is raising support even Biblical?”

The answer for me is yes. And I would like to add that it is not just about raising support but partnering together to do the work of ministry. The Bible clearly shows that all ministry is meant to be done in close community with each of us sharing each others resources (which includes finances). So, I believe that not only is it Biblical, but may be the most rewarding way to do ministry for the giver and receiver of the funds! I believe that all of us can be the giver or receiver at any given time and that we should partner together to do the work of building the Kingdom of God.

Belief Systems

Your belief systems affect your behavior and responses. What you believe to be true controls your responses more than objective truth.

- Luke 6:45 – The good person out of the good treasure of his heart produces good, and the evil person out of his evil treasure produces evil, for out of the abundance of the heart his mouth speaks.
- Philippians 4:8 – Finally, brothers, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is commendable, if there is any excellence, if there is anything worthy of praise, think about these things.
- 2 Corinthians 10:4-5 – For the weapons of our warfare are not of the flesh but have divine power to destroy strongholds. We destroy arguments and every lofty opinion raised against the knowledge of God, and take every thought captive to obey Christ...

Here are a few solid principles to remember when thinking about raising support:

Principle 1: Fundraising Is Biblical

- The Lord intends His work to be dependent upon His people giving of their resources. (Think of the way the church functions.)

Principle 2: Fundraising Is Ministry

- Your communication is proclaiming the work of God
- Their giving of their resources is the opportunity to honor the Lord
- God is unleashing and redirecting America’s wealth for Kingdom work.

Principle 3: People Need/Want to Give

- People need to give far more than any person or cause has the need to receive!

Principle 4: People Need to be Asked.

“Asking people for money is giving them the opportunity to put their resources at the disposal of the Kingdom. To raise funds is to offer people the chance to invest what they have in the work of God. Whether they have much or little is not as important as the possibility of making their money available for God.”

–Henri Nouwen (The Spirituality of Fundraising)

Biblical Basis:

Old Testament Examples

The Levites

- The Israelites' tithes were given to the Levites for their service; they received no other inheritance (Numbers 18: 21, 24).
- The Levites tithed from the tithes given to them by the Israelites (Numbers 18:26).
- God feeds the Levites and provides for them by the contributions of the Israelites. He tells them it is their "reward in return for your service in the tent of meeting" (Numbers 18: 31).
- We see here a biblical foundation of a change in our perspective for raising support. The Israelites gave to GOD (Numbers 18:24) and the Levites received from GOD (Numbers 18:8).

As we approach support raising we *must* recognize that our need to depend upon God for provision. We also need to recognize that when others give, they are giving to the Lord and His purposes, not to us. They are supporting God's work in our lives. We begin to go from a horizontal giving perspective to a vertical giving and receiving.

Other Old Testament Examples

- Nehemiah before the king (Neh. 2:1-9)
(Neh. 2:4 "Then the king said to me, 'what would you request?' So I prayed to the God of heaven.")
- Elijah and the ravens (1 Kings 17:1-7)
- David asked people to give for building the temple (1 Chron. 29:1-20)
- Other OT Scripture references regarding fundraising: Exodus 25:1-2; 35: 4-5, Numbers 18:14, Deut. 14:27; 16:17, 1 Sam. 9:7-8, Neh. 13:14, Prov. 30:7-9

New Testament Examples

Jesus (Luke 8:1-3)

- Jesus was going city to city proclaiming the Gospel. We see here in Luke that others were giving to Jesus, the disciples as they continued in their ministry, ultimately also supporting the ministry.
- Notice here that Jesus had all the power in the world yet He chose to depend on the giving of others, to bring them in on the ministry.

Paul (Acts 18:1-5)

- We see in Acts that Paul begins his ministry in Corinth while being a tentmaker. He later becomes "occupied by the word," meaning he is now fully devoted to teaching and preaching.
- Paul gives his reasoning as to why he believes they should support him (1 Corinthians 9: 1-18).
- Paul questions why he and Barnabas should be the only apostles supporting themselves. (9:6)

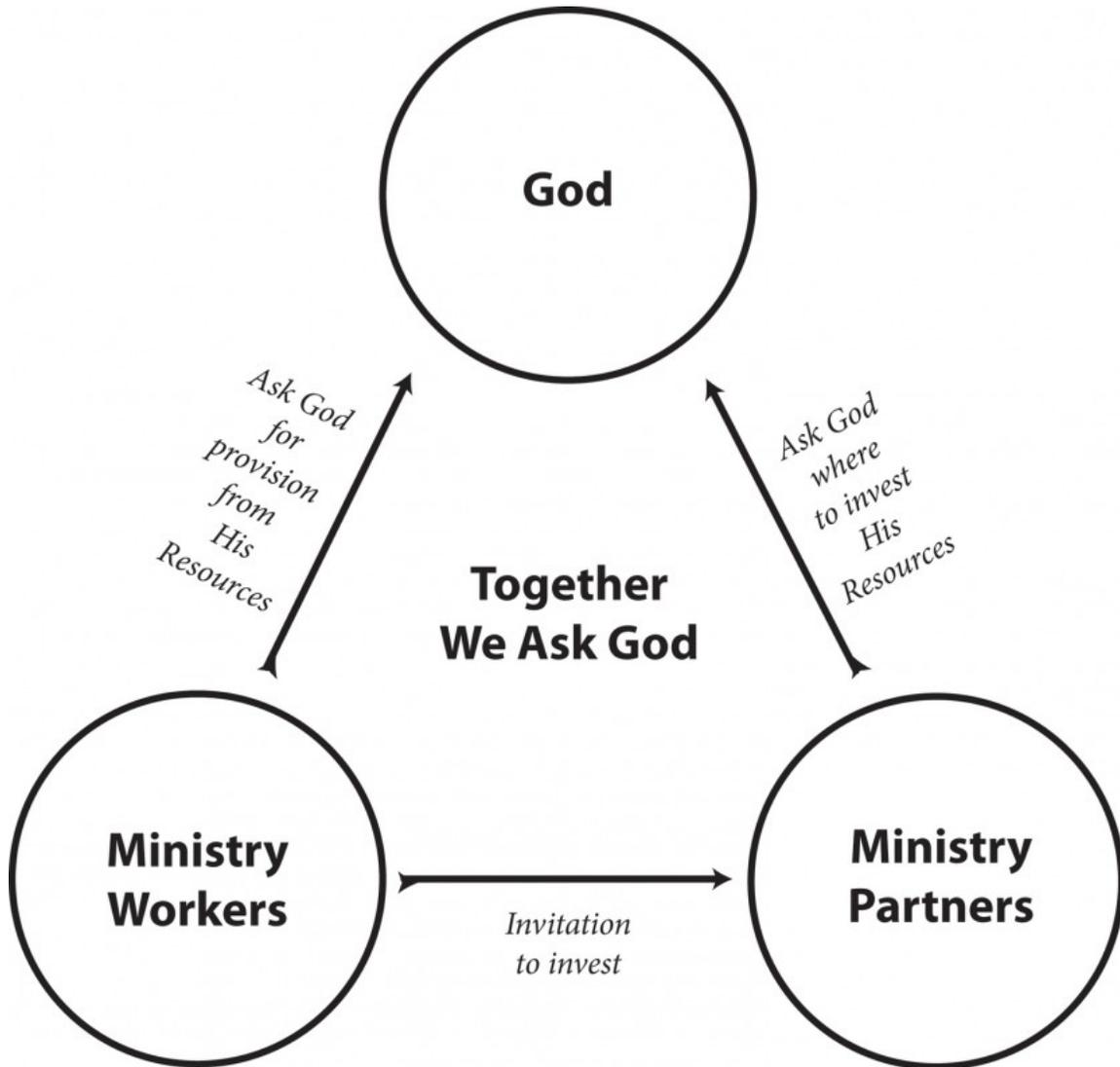
- Paul gives examples of occupations that are supported by others, leading us to ask why should his ministry be any different (9:7).
- Paul refers to Deuteronomy 25:4 to show that God had care for the oxen as they served treading out the grain. Paul then goes on to say that God is speaking on our behalf, that God cares for the support of those who are serving others (9:8,9).
- In verse eleven we see Paul explaining that those in spiritual leadership should be supported by those receiving it. (9:11)
- Paul claims that he will continue to preach the Gospel regardless of receiving support or not.
- Paul asks Philippians to give for God to credit and bless them. (Phil. 4:17)

The Twelve Disciples

- Jesus sent the twelve disciples out two by two. They were not to take food, clothes, or money for they were to devote themselves to the ministry of the harvest. Jesus said they were to depend upon others for housing, for support (Matthew 10: 9-15; Mark 6: 8-11; Luke 9:1-5).
- They were not to appear as beggars. Keep the path, stay the road. Do not be distracted.

* Other NT Scripture references regarding support raising: Matt. 10:5-15; 11:18-19, 16:10-12; 21:1-4; 22:35-38, John 12:3-8, Acts 10:2-4, 18:3-5; 20:33-35, 2 Cor. 8-9, 12:13, Gal. 6:6, Phil. 4:10-20, 1 Thess. 2:9, 2 Thess. 3:7-9, 1 Tim. 5:17-18; 6:17

My favorite way to look at this is to see all support raising as a God ask.



*THIS INFORMATION TAKEN FROM [THE AUSTIN STONE INSTITUTE'S 'MINISTRY PARTNER DEVELOPMENT TRAINING' PACKET](#). EXCEPT FOR THE DIAGRAM TAKEN FROM THE BOOK, '[THE GOD ASK.](#)'



PO Box 142437
 Fayetteville, GA 30214
 770.460.1337
 www.disciplebuilding.org

Worldwide Discipleship Association, Inc.

STAFF MEMBERSHIP APPLICATION (Confidential)

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State Zip Code

Phone: _____ Email: _____

Date Available: _____ Social Security No.: _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever been a part of this Ministry? YES NO If yes, when? _____

How did you hear about WDA? _____

Have you ever been convicted of a felony? YES NO If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Information not required where prohibited by law

References

Please list three professional references, one of which who has knowledge/experience regarding the applicant's participation in building disciples.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Information not required where prohibited by law

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Skills/Talents

Please enumerate any skills that you possess (include office training, mechanical ability, technical skills, etc.)

Briefly tell what you believe to be your talents and abilities (what you like to do and what you do well)

Ministry Experience

Have you had any experience in Christian ministry or service? Yes No
If yes, please indicate the church and/or organization and your responsibilities: (please state whether this was as a layperson or as fulltime staff)

Biographical Information

Marital Status: Single Married Separated Divorced Widowed Engaged

If married, how long? _____ If engaged, when do you plan to be married? _____

If you have ever been divorced, separated, or had an annulment of marriage, please explain briefly:

3) Why did He die on the cross?

4) What is the significance of His resurrection?

5) Who is the Holy Spirit?

6) What is the difference between the indwelling of the Spirit and the filling of the Spirit?

7) How does a person become a Christian?

8) What is the basis for the forgiveness of our sin?

9) How can a Christian experience forgiveness for his sin?

10) Where are believers who have died?

11) Is it said that the Bible is the inspired Word of God. What do you interpret the phrase "inspired Word of God" to mean?

12) What other divinely inspired writing has God given to men?

13) What do you feel about the practice of speaking in tongues?

14) Have you ever spoken in tongues?

15) Would you be willing to refrain from teaching doctrines and practices which are unique to your denomination and not common to the body of Christ?

16) Do you feel you would have freedom in working with people of all denominations?

Medical History

1) Height: _____ Weight: _____

2) List any current ongoing medical problems you have.

3) List any previous chronic medical problems that are presently resolved.

4) List any current ongoing medical problems you have.

5) List any known drug allergies.

6) List previous major surgeries (nature and dates).

7) List previous hospitalizations (reasons and dates).

8) Do you smoke?

9) Have you ever been injured on the job? If so, explain.

10) Have you ever been treated for a nervous, mental, or emotional disorder? If yes, explain briefly how this might affect your work performance.

11) Do you experience depression, moodiness, and/or negativeness such that they are problematic to you? If yes, please explain how this might affect your work performance.

Disclaimer and Signature

I hereby authorize Worldwide Discipleship Association (WDA) to obtain information concerning my employment from my current and previous employers. I also authorize WDA to obtain information about my background, character and qualifications for employment by WDA from the individuals I have listed as personal references. I agree that such information is confidential, and I waive all rights to obtain such information.

I also certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____