Administrative Personnel Association of the Presbyterian Church (U.S.A.)

New Member Application – January 1, 2020 – December 31, 2020

Please complete the following: Name: Employer: Work Address: _____ Street City State Zip Work Phone: Work Email: Home Address: Street City State Zip Home Phone: Cell Phone: I prefer to use my ____ home ____ work email Home Email: Position Title: Date of Birth: _____/ ___ mth/day only APA Region: PC(USA) Presbytery How did you hear about APA: For Statistical Purposes Only: Age Range ____ 25 & Under ____ 26-45 ____ 46-55 ____ 56-65 ____ Over 66 Race: Gender: Are you Disabled? Please list type of disability Are you a member of a PC(USA) Congregation ______ If yes, are you an Ordained Elder? _____ If no, please list your denomination **Active Member** \$ 115.00 I would like to order a permanent APA Name Tag for \$15.00 Name Tags are produced annually (early April) Small (no holes) _ Large (3 holes) (holes provide place for you to add your Certification Pins) Name I prefer on my Name Tag: ______ **Total Enclosed:** Make check payable to: Administrative Personnel Association (PCUSA) Please mail this form and check to: Susan Carpenter, APA Treasurer Presbytery of Tropical Florida 1919 Southeast 5th St, Deerfield Beach, FL 33441

By payment of your membership dues, you acknowledge that you have read, accept and agree to comply with the Standards of Ethical Conduct Policy of the Administrative Personnel Association (APA) per by-laws - September 2015.



Administrative Personnel Association (APA) Standards of Ethical Conduct

As a member of the Administrative Personnel Association (APA) of the Presbyterian Church (U.S.A.), I commit myself to the following standards of ethical conduct:

- Spiritual commitment to Jesus Christ and regard my work as a Christian vocation
- Recognize the need for continuing professional education and training
- Be knowledgeable of the governing documents of the association and be committed to the mission of the association by:
 - Upholding the bylaws, policies and procedures of APA and when in disagreement, follow defined procedures for recommending changes
 - Communicating in a timely manner
 - Participating with other colleagues in organized efforts to share new knowledge and development in professional practices
 - Showing professionalism to all those with whom I make contact on behalf of the association
- Maintain a pleasant attitude in meeting and communication with people, treating each person as a child of God by:
 - Showing respect for each other, the moderator, work of committees and the voice of the majority
 - Refraining from personal attacks or embarrassing comments
 - Listening and respecting all viewpoints
 - Focusing on issues rather than personalities
 - Refraining from gossip and abusive speech
 - Being trustworthy with confidential information

Failure to comply with the standards outlines herein will be subject to disciplinary action as outlined in the APA Manual of Operations, Policies and Procedures.