

Calhoun Christian School

20 S. Woodrow Ave., Battle Creek, MI 49015
calhounchristian.org

TEACHING APPLICATION

PART ONE

Your interest in **Calhoun Christian School** is appreciated. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which you may qualify, we will notify and ask you to send your placement file to our office. We will also contact your references. If we have continued interest in your candidacy, we will send you some follow up questions and arrange for a personal interview.

We realize that the key to a successful Christian School is its staff. We are seeking applicants who are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models (Luke 6:40).

We look forward to receiving your initial application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

A. APPLICANT'S NAME AND ADDRESS

Full name: _____ Date of Birth: _____

Application Date: _____ Date Available: _____

Present Address: _____

Length of Time at this Address: _____

Phone Number (Days): _____ Phone Number (Evenings): _____

Best Time to Call You: _____

Permanent Address and Phone Number if different than present address:

Please list any additional addresses where you have resided at any time during the past five years:

B. POSITION DESIRED

Please indicate your 1, 2, 3 choices in the parenthesis. To the right, please indicate the grades or subjects in order of preference:

() Preschool () Kindergarten () Elementary _____

() Middle School _____ () High School _____

Full time () Part time () Substitute ()

How did you learn about the position for which you are applying?

Can you submit verification of your legal right to work in the US? Yes ___ No ___

Please list activities or sports for which you would be capable and willing to direct, sponsor, or coach (indicate grade or ability levels).

What would you like to be doing five years from now?

C. STATEMENT OF FAITH

Please carefully read our Statement of Faith and indicate your degree of support.

1. **We believe** *there is one God, eternally existent in three persons – Father, Son, and Holy Spirit.*
2. **We believe** *the Bible to be the inspired, only infallible, authoritative, inerrant Word of God.*
3. **We believe** *in the deity of Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death, His resurrection, His ascension to the right hand of the Father, and His personal return in power and glory.*
4. **We believe** *that salvation has been provided through Jesus Christ for all people; and those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life and become children of God.*
5. **We believe** *in the spiritual unity of believers in our Lord Jesus Christ.*
6. **We believe** *in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a Godly life.*
7. **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.*

___ I fully support the Statement as written without mental reservations.

___ I support the Statement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct? Yes ___ No ___

D. PROFESSIONAL QUALIFICATIONS

What degree or degrees do you hold?

| Degree | Date Received | Issuing Institution |
|--------|---------------|---------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Your Major(s)

Your Minor(s)

Cumulative grade point average: Bachelor's _____ Graduate work _____

Total () semester or () quarter units after date of Bachelor's degree _____

Sequentially list your teaching experience with most recent first.

| School's Name | Grades / Subjects | Dates |
|---------------|-------------------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Do you have an ACSI Teaching Certificate? _____

What level? _____ Remains valid for _____ years.

Do you have a state teaching certificate? _____ State? _____

What kind? _____ Remains valid for _____ years.

Endorsement(s) - List semester hours in endorsement area(s)

If you do not hold a certificate, what requirements do you lack?

E. PERSONAL PHILOSOPHY

Attach a typed copy of your personal Christian philosophy of education and how you would implement it in the classroom.

F. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may follow the same format on the reverse.

1. Position _____ Dates of Employment____ _____
Address _____
Supervisor's Name _____ Phone Number _____
Reason for Leaving _____

2. Position _____ Dates of Employment____ _____
Address _____
Supervisor's Name _____ Phone Number _____
Reason for Leaving _____

3. Position _____ Dates of Employment____ _____
Address _____
Supervisor's Name _____ Phone Number _____
Reason for Leaving _____

4. Position _____ Dates of Employment____ _____
Address _____
Supervisor's Name _____ Phone Number _____
Reason for Leaving _____

5. Position _____ Dates of Employment _____
 Address _____
 Supervisor's Name _____ Phone Number _____
 Reason for Leaving _____

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names?

Have you served in the military? Yes ___ No ___ . If yes, what type of training or education did you receive?

Are you holding or have you already signed a contract for next year with any other educational institution?
 Yes ___ No ___

G. PERSONAL REFERENCES

*Do not list family members or relatives for references. You will also need to sign the **Reference Release Form** that is attached and return it with this application.*

Give three references who are qualified to speak of your spiritual experience and Christian service. **List your current pastor first.**

| Name/Complete Address | Phone | Position |
|-----------------------|-------|----------|
| 1. _____ | _____ | _____ |
| 2. _____ | _____ | _____ |
| 3. _____ | _____ | _____ |

Give three references that are qualified to speak of your professional training and experience. **List your current or most recent principal or supervisor first.**

| Name/Complete Address | Phone | Position |
|-----------------------|-------|----------|
| 1. _____ | _____ | _____ |
| 2. _____ | _____ | _____ |
| 3. _____ | _____ | _____ |

H. APPLICANT'S CERTIFICATION AND AGREEMENT (Reference Release Form)

I understand that **Calhoun Christian School** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I authorize **Calhoun Christian School** to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I hereby release the school, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to the school.

Since I will be working with children, I understand that I must submit to a fingerprint check by the Criminal History Record Information Services through the Michigan State Police and FBI. I authorize the school to conduct a criminal records check. I also certify that I have not been named in any petition which is/was pending before a civil or criminal court of competent jurisdiction (i.e. juvenile or criminal court) for any allegations or offenses, charges of abuse and/or neglect of children or adults. I have not been convicted of any type of civil or criminal offense (other than minor traffic violations).

I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant

Date