



## EMPLOYMENT APPLICATION

### PERSONAL INFORMATION:

Name \_\_\_\_\_ Date \_\_\_\_\_

Present Address \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Social Security Number \_\_\_\_\_ Marital Status \_\_\_\_\_

Number Of Children \_\_\_\_\_

What is your denominational preference? \_\_\_\_\_

Church Membership? \_\_\_\_\_

Do you have personal assurance that you are a born again Christian? \_\_\_\_\_ If so, for how long? \_\_\_\_\_

Please give a brief statement of your salvation experience. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### POSITION APPLYING FOR:

Administrative  High School  Middle School  Elementary  Kindergarten  Preschool

Description of grade level and/or position desired \_\_\_\_\_

Date You Can Start \_\_\_\_\_ Are You Presently Employed?  Yes  No

If So Where? \_\_\_\_\_ May We Contact Your Present Employer?  Yes  No

### PROFESSIONAL DATA:

Institutions from which you received a degree or have attended:

School \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_ Other \_\_\_\_\_

School \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_ Other \_\_\_\_\_

Certification: State \_\_\_\_\_ Renewal date \_\_\_\_\_ ACSI \_\_\_\_\_ Type: temporary/standard/professional-renewal date: \_\_\_\_\_  
Total years of experience: Teaching: \_\_\_\_\_ Administration: \_\_\_\_\_  
Job related skills (typing, CDL license, etc.) \_\_\_\_\_  
Activities other than religious (civic, athletic, etc.) \_\_\_\_\_  
For what reason do you desire to teach at FCA? \_\_\_\_\_  
\_\_\_\_\_

Please give the name and phone number of your current home church and pastor. Church \_\_\_\_\_  
Pastor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Please indicate the areas in which you have participated in your local church. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### EMPLOYMENT INFORMATION:

Previous Employers:

1. Business or School Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Brief Job Description \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Dates of Service: \_\_\_\_\_ Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_
2. Business or School Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Brief Job Description \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Dates of Service: \_\_\_\_\_ Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_
3. Business or School Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Brief Job Description \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Dates of Service: \_\_\_\_\_ Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

### REFERENCE INFORMATION:

Applicant References (Must be included to validate this application):

1. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_
2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

## EMPLOYMENT POLICY

1. Must be born-again.
3. Must agree without reservation to the Essentials of Faith statement and standards of conduct of Freedom Christian Academy.
4. Must agree as a faculty member to abide by the policies of FCA Faculty Manual.
5. Must agree to fulfill other reasonable requirements as normally relate to the position which for professional personnel include but are not limited to such activities as clerical functions, supervising study halls and assisting in the supervision of extracurricular activities outside normal school hours.
6. Office personnel must demonstrate through experience or testing the ability to perform the duties required and must meet any federal, state or local legal requirements of the position.
7. Teachers for grades K4-12 must have as a minimum a four-year degree in early childhood, elementary or secondary education, religious education or have a major or minor in the academic discipline of the position sought.
8. Counselors or special teachers must have as a minimum a four-year degree, a desire to participate if required in graduate training and experience in the area of specialization.
9. Administrators must have as a minimum a four-year degree and a desire to participate if required in graduate training and be willing to commence such work immediately if required. Also, administrative employees must have a minimum of five years' experience in Christian education or have served administratively with another institution(s) for two years or more.

## SALARY/BENEFITS

An employee's salary is determined each year by the school board, and salaries are figured on a set base and paid over a twelve-month period. Information regarding salary, benefits and professional development requirements and opportunities is available upon request.

## ESSENTIALS OF FAITH

Each school employee shall be required to attest to the following Essentials of Faith:

1. We believe the Old and New Testaments to be inerrant in their original writings, and given by inspiration of God to provide a complete revelation of His will for the salvation of men. They make up the divine and only rule of Christian faith and practice. (*II Timothy 3:16-17*)
2. We believe there is one God, who is infinitely perfect, existing eternally in three Persons: Father, Son, and Holy Spirit. (*Luke 3:21-22*)
3. We believe in Jesus Christ who is fully human and fully divine. He is the only begotten Son of God, full of grace and truth, conceived by the Holy Spirit and born of the virgin, Mary. (*John 3:16, Hebrews 2:9*)
4. We believe that the Holy Spirit is a divine person, sent to indwell, guide, teach, empower the believer, and convince the world of sin, of righteousness, and of judgment. (*John 16:7-8*)
5. We believe that man was created in the likeness and image of God, and that he fell through disobedience, thereby incurring both spiritual and physical death. All men are born with a sinful nature, are separated from the life of God, and can be saved only through the atoning work of Jesus Christ. (*Romans 3*)
6. We believe that salvation has been provided through Jesus Christ for all men; those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God. (*Acts 3:19-30*)
7. We believe that Jesus Christ died upon a cross, the just for the unjust, as a substitutionary sacrifice, and all who believe on Him are justified on the ground of His shed blood. (*1 Peter 3:18*)
8. We believe that Jesus Christ was bodily raised up from the dead according to the Scriptures, and has ascended to sit at the right hand of the Father in heaven. From there He ever lives to make intercession for His saints as our High Priest and Advocate. (*Romans 8:34*)
9. We believe in the personal, imminent return of Jesus Christ to establish His kingdom of righteousness and peace. (*John 14:1-4*)
10. We believe that Jesus Christ is the head of the Church, which is made up of all those who believe on Him, are redeemed through His blood, and are born again of the Holy Spirit. (*Col 1:18*)
11. We believe the family is the basic unit of society established by God, who intends for it to consist of a man and a woman legally married to each other in a permanent relationship, which may or may not produce children. If the man and woman have children, they are responsible to train and teach those children in biblical principles. (*Genesis 2:24; Deuteronomy 6:6-7; Romans 7:2; 1 Corinthians 7:10*)

12. We believe that God created man in His own image, in the image of God He created him; male and female He created them (*Genesis 1:27*). Therefore, we do not support or tolerate any sexual activity outside the boundaries of marriage for it is sin in the eyes of God. (for example: homosexuality, transgender, adultery, fornication, etc.)
13. We believe that the local church is a body of believers in Christ who are joined together for the worship of God, for edification through the word of God, for prayer, fellowship, preaching of the gospel, and observance of the ordinances of Baptism and the Lord's Supper. (*Acts 2:42*)
14. We believe the mission of the Church is to go into the entire world as a witness, preaching the gospel to all nations, and to live a holy life, consistent with our Lord's example and teaching. (*Matt. 28:18-20*)
15. We believe in the eternal security and everlasting blessedness of the saved and the eternal conscious punishment of the lost. (*Rev. 20:12*)
16. We believe in the pre-millennial return of Jesus Christ to rapture His bride, the Church, and that He will bring judgments on the earth before His kingdom reign begins. (1 *Thess. 4:14-18*)

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

Freedom Christian Academy does not discriminate on the basis of race, color, and national or ethnic origin.

PRIMARY SCREENING FORM

The primary screening is to be completed by all applicants for any position involving the supervision or custody of children. This form is being used to help the school provide a safe and secure environment for those children who participate in our ministry programs and use our facilities.

PERSONAL:

- (1) Have you ever been convicted of or pleaded guilty to a crime?
(2) Were you a victim of abuse or molestation while a minor?

If you prefer, you may refuse to answer this question, or you may discuss your answer in confidence with the senior minister rather than answering it on this form. Answering yes, or leaving the question unanswered, will not automatically disqualify an applicant from working with children in the ministry.

CHURCH HISTORY AND PRIOR YOUTH WORK:

- (3) Name of church of which you are a member
(4) List (name and address) other churches you have attended regularly during the past five years:
(5) List all previous church work involving youth
(6) List all previous non-church work involving youth
(7) List any training, education, or other factors that have prepared you for working with children:

The information contained in this application is correct to the best of my knowledge. I authorize any reference or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for children or youth work.

Should my application be accepted, I agree to be bound by the policies of Freedom Christian Academy, and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

I further state that I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND I SIGN THIS RELEASE AS MY OWN FREE ACT. This is a legally binding agreement which I have read and understand.

Applicant's Signature Date

## TEACHER QUESTIONNAIRE

This questionnaire is to be completed by all applicants for any teaching position, helping us to have a better understanding of your commitment to Christian Education, we would like you to complete this questionnaire. Any additional comments or suggestions would be welcomed. We appreciate your interest in our ministry. Please consider each and answer on a separate sheet of paper.

1. Do you consider the teaching profession as a ministry?
2. Why did you decide to become a teacher?
3. Why do you consider Christian education significant?
4. What would you rate as your greatest strength in relating to children?
5. What would you rate as your greatest limitation in relating to children?
6. How do you view your role as a communicator to parents?
7. How has technology impacted the pedagogy in your classroom?
8. Give examples of how you have used technology in the classroom.
9. How would you define blended learning and have you used that method in the classroom?
10. How have you specifically differentiated instructional methods in your classroom to meet specific student's needs?
11. Have you used technology to differentiate instruction in the classroom?
12. Have you had any experience with intelligent adaptive learning software?
13. How has considering the needs of the 21st century learner impacted your teaching pedagogy?
14. How have the following two terms impacted your pedagogy - teacher-focused, learner-focused?
15. What role do various types of assessment play in your lesson design and pedagogy?
16. In what way(s) will you relate scriptural principles to the children placed in your classroom?
17. Explain a method of discipline that you have successfully used in a teaching environment.
18. How have you specifically differentiated instructional methods in your classroom to meet specific student's needs?
19. What is the most recent book you have read (in addition to the Bible) or seminar you have attended which had an impact on your thinking in terms of educating children?
20. In what ways, if any, will you relate the implications from the previous answer to your teaching?
21. Please list three specific goals you have (or would have) for the students in your class.