Jackson Christian School

TEACHER/ADMINISTRATION APPLICATION

Your interest in Jackson Christian School is appreciated. We invite you to fill out this initial application and return it to our school office. Once we have reviewed your application and determined we have further interest, we will contact your references. If we have a 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: _____

Application date: _____/_____/_____ Date available: _____/_____/_____

Present address: _____

_____

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

Best time to call you: _____

How long have you lived at the above address? _____

Permanent address and phone number, if different than present address:

_____

(On the reverse side, please list any additional addresses where you have resided at any time during the past five years.)

B. POSITION DESIRED

Please indicate 1, 2, or 3 in the parentheses. Then, to the right, please indicate the grades or subjects in order of preference.

(___) Developmental Kindergarten or Kindergarten

(___) Elementary

(___) Junior High

(___) High School

(___) Full time (___) Part time (___) Substitute

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

_____

Special Abilities – Please list activities or sports that you would be capable of and willing to direct, sponsor, advise, or coach. (Indicate grade or ability levels.) _____

_____

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

_____

C. CHRISTIAN BACKGROUND

In your own handwriting on a separate paper, briefly give your Christian testimony.

Bible – 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

Signature: _____

Statements of Faith – Please carefully read our Statements of Faith and indicate below your degree of support.

- I fully support the Statements of Faith as written without mental reservations.

  Signature: _____

C. CHRISTIAN BACKGROUND (Continued)

- I support the Statements of Faith (found on the last sheet of this application) 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.

  Signature: _____

Church – Denominational preference: _____

What is your local church affiliation: _____

Are you presently a member in good standing? (___) Yes (___) No Years: _____

In what church activities are you involved and with what degree of regularity?

_____

What other Christian service have you done since becoming a Christian?

_____

What is your attitude toward working with those of other races and those of other denominational beliefs?

_____

Are you capable of teaching a Bible class? (___) Yes (___) No

If so, what are your subject preferences? _____

_____

To what extent do you believe you should become involved in Sunday and other weekday ministries of the sponsoring church or the church of which you are a member?

Devotional Life – Describe your routine of personal Bible study and prayer: _____

What books have you read recently that have helped you spiritually? _____

_____

D. PROFESSIONAL QUALIFICATIONS

Please attach photocopies of all your postsecondary transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.

Formal – What degree or degrees do you hold? _____

Training Degree	Date Received	Issuing Institution

Your Major(s): _____

Your Minor(s): _____

Cumulative grade point average for BA: _____ Graduate Work: _____

Total units after date of Bachelor's degree (1 unit x _____ = _____ units): _____

Teaching Experience – List your teaching experience sequentially, with the most recent first.

School's Name	Grades or Subjects	Dates

To what degree are you familiar with various Christian or secular textbook series? List those with which you are familiar and those you prefer (i.e., ACSI, ABeka, Bob Jones)

_____

_____

List any other educational advantages that you have had, including opportunities for travel.

_____

_____

D. PROFESSIONAL QUALIFICATIONS (Continued)

List any books or articles that you have read recently that have helped you to grow professionally.

_____

Teaching credentials: Do you have an ACSI Teaching Certificate? (___) Yes (___) No

What level? _____ Remains valid for _____ years.

Do you have a state teaching certificate? (___) Yes (___) No 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? _____

_____

Please attach photocopies of any certificates held.

Christian School preparation – Have you had any courses in the Christian philosophy of education? (___) Yes (___) No If so, where and when?

_____

If not, would you be willing to take such a course by correspondence or otherwise?____

_____

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

Have you had other courses giving specific training for Christian day schools? Give details.

_____

_____

D. PROFESSIONAL QUALIFICATIONS (Continued)

List any conferences or seminars that you have led or participated in recently.

_____

_____

_____

Describe how teacher evaluation has been helpful to you.

_____

_____

_____

E. PERSONAL PHILOSOPHY

On a separate paper, please label and succinctly answer in one or two paragraphs each of the questions below.

A. Why do you wish to teach in a Christian school?

B. What are the main characteristics that distinguish a Christian school from a public school?

C. What do you consider to be the proper classroom atmosphere for learning?

D. What is your philosophy of discipline?

E. What areas do you feel are your strengths? Weaknesses?

F. What do you believe about the origin of the earth and mankind?

G. Please summarize any additional information that you would like to present regarding your candidacy for this position.

F. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page or, following the same format, use the reverse side.

Work Background

1. Employer/Address: Position: Dates of Employment:

_____ _____ _____

_____

_____

Supervisor's Name and Phone Number: Reason for Leaving:

_____ _____

2. Employer/Address: Position: Dates of Employment:

_____ _____ _____

_____

_____

Supervisor's Name and Phone Number: Reason for Leaving:

_____ _____

3. Employer/Address: Position: Dates of Employment:

_____ _____ _____

_____

_____

Supervisor's Name and Phone Number: Reason for Leaving:

_____ _____

F. EMPLOYMENT HISTORY (Continued)

Have you ever worked under a different name for any of the employers you have listed?

(___) Yes (___) No If so, what was the name or names?

_____

Have you already signed a contract for next year with any other educational institution?

(___) Yes (___) No

G. PERSONAL REFERENCES

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

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

Name/Complete Address Telephone Number Position

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

References – Give three references who are qualified to speak of your professional training and experience. List your current or more recent principal or supervisor first.

Name/Complete Address Telephone Number Position/School

_____
_____
_____
_____
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_____
_____

H. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Jackson Christian School does not discriminate in its employment practices against any person on the basis of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that the discovery of 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 that I will be paid and receive benefits only through the day of release.

I authorize Jackson Christian School to thoroughly interview the primary references I have listed, any secondary references identified through interviews with primary references, and other individuals who know me and have knowledge of 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 job.

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 FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and having my fingerprints recorded as many times as necessary for such an investigation. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment I may receive from the school is contingent upon the school's receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if it deems any background information unfavorable or likely to 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

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have applied for a position as a _____ at Jackson Christian School. I have authorized the school to thoroughly interview the primary references I have listed, any secondary references identified through interviews with primary references, and other individuals who know me and have knowledge of my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and all other matters related to my suitability for employment.

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 Jackson Christian 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 Jackson Christian School.

I agree that a photocopy or facsimile of this document and any signature shall be considered, for all purposes, as the original signed release on file.

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

Applicant's Name (Print) _____ Date_____

Applicant's Signature _____

Applicant's Social Security Number _____/_____/_____

MISSION STATEMENT

"Equipping students to impact their world for Christ."

VISION STATEMENT

Jackson Christian School students will possess wisdom, knowledge, and a biblical worldview, resulting in a lifestyle of character, leadership, service, stewardship, and worship.

STATEMENT OF FAITH

1. We believe the Bible to be the inspired, infallible, inerrant, authoritative Word of God. *ll Timothy 3:15, ll Peter 1:21.*

2. We believe there is one God, eternally existent in three persons, Father, Son, and Holy Spirit. *Genesis 1:1, Matthew 28:19, John 10:30.*

3. We believe in the deity of Christ, *John 10:30,* His virgin birth, *Isaiah 7:14, Matthew 1:23*, His sinless life, *Hebrews 4:15, Hebrews 7:26*, His atoning death, burial, and resurrection, *I Corinthians 15:3, Ephesians 1:7, John 11:25, I Corinthians 15:4*, His personal return in power and glory, *Acts 1:11, Revelation 19:11*.

4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ, and that only by God's grace and through faith alone are we saved. *John 3:16–19, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-9, Titus 3:5.*

5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. *Romans 8:13-14, I Corinthians 3:16, I Corinthians 6:19-20, Ephesians 4:30, Ephesians 5:18.*

6. We believe in a literal view of the creation account as presented in Genesis (*Genesis 1-2:25).* During six twenty-four-hour time periods, God created the physical world we live in, the natural laws and processes that govern the universe, as well as all living things. Biblical writings and all physical evidence in the physical world support this view. Evolution, theistic evolution, gap theory, or any other view inconsistent with scripture is rejected as unbiblical and as teaching outside biblical truth, and is therefore rejected unconditionally.