



Application date ___/___/___

Instructional Staff Application

Our Academy exists to provide a distinctive, biblically based education in a nurturing environment through which students are instilled with Godly character, inspired to excel, and prepared for a life of enduring commitment to Christ. Your interest in being a part of such a ministry at StoneBridge Christian Academy is appreciated. We invite you to fill out this application and return it to our School Office. If an opening occurs for which you may qualify, we will notify and ask you to come in for a personal or group interview. We will also contact your references. If we have continued interest in your candidacy, we will arrange for a second interview or in classroom observation.

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 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

Last name _____ First name _____ Middle initial _____

Other last names used: _____ Live Scan ID # _____

Current address:

Street address

City _____ State _____ Zip _____

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

Cell phone (_____) _____ E-mail _____

Best time to call? _____ Length of time at this address? _____

C. Christian Background

1. On a separate paper in your own handwriting, briefly give your Christian testimony.
2. Please carefully read our Statement of Faith and the Beliefs Statement listed below.

Please indicate your degree of support:

- I fully support the Statement of Faith as written, without mental reservations.
- I believe that the Bible declares marriage to be a covenant between one man and one woman. Leviticus 18:22, Jude 1:5-8
- I believe gender is a fixed trait based on biology. God created men and women fearfully and wonderfully made in His image both male and female. Mark 10: 6-9, Psalm 139:14.
- I believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth, and conduct.
- I support the statements except for any areas listed and explained on a separate paper. These areas represent either disagreements or items for which I have not yet formed an opinion or a conviction.

Are there any additional doctrines or convictions not a part of the Statement of Faith that we should be aware of? Yes ____
No ____ If yes, please write out on a separate page.

What is your denominational preference? _____

What is your local church affiliation? _____

Are you currently serving in Ministry? If so, please explain: _____

Do you feel comfortable leading young children and families to Christ? Yes or No

STATEMENT OF FAITH

We Believe the Bible to be the inspired, infallible, authoritative, and inerrant Word of God (2 Timothy 3:15-17, 2 Peter 1:21).

We Believe there is one God, eternally existing in three persons: the Father, the Son, and the Holy Spirit (Genesis 1:1, Deuteronomy 6:4, Matthew 28:19, John 10:30).

We Believe in the deity of Christ (John 10:33); His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:34-35); His sinless life (Hebrews 4:15, 7:26); His miracles (John 2:11); His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9); His resurrection (John 11:25, 1 Corinthians 15:4); His ascension to the right hand of the Father (Mark 16:19); and His personal return to Earth in the power and glory (Act 1:11, Revelation 19:11-16).

We Believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and all are justified by the faith in the shed blood of Christ, and only by God's grace through faith alone we are saved (John 3:16-19; 5:24, Romans 3:23; 5:8-9, Ephesians 2:8-10, Titus 3:5).

We Believe in the resurrection of both the saved and lost: those who are saved unto the resurrection of life, and those who are not unto the resurrection of damnation (John 5:28-29).

We Believe in the spiritual unity of the believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 12:12-13, Galatians 3:26-28)

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, 1 Corinthians 3:16; 6:19-20, Ephesians 4:30; 5:18).

We Believe that we as Christians are examples of the love of God in this world. It is this love that we desire to not only possess but to live in our lives and without which we have no right to call ourselves Christians (1 John 4:16-17)

D. Questions for Instructional Personnel

Core Early Childhood Classes require these four classes (12 units): Child Growth and Development, Intro to Curriculum, Principles and Practices of Teaching Young Children, and Child, Family and Community (note: Some universities have different course titles and may require additional documentation)

Please mark all that apply:

** Including Core Courses

- Assistant Teacher Permit (6 units of Early Childhood Education ECE or Child Development CD)
- Associate Teacher Permit (12 units ECE / CD**)
- Teacher Permit (24 units ECE/ CD **)
- Master Teacher Permit (24 units ECE /CD ** including 16 GE units, plus 6 specialization units, plus 2 adult supervision units)
- Site Supervisor Permit (AA or 60 units including 24 ECE/CD units **, plus 16 GE units, plus 2 adult supervision units)
- Program Director Permit (BA or higher, 24 ECE/ CD **, plus 6 administration units, plus 2 adult supervision units)
- Teaching Credential including 12 core classes**
- Master's Degree in ECE/CD or Child Human Development
- Other: _____

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

Additional certificates or permits that you hold: **(Please attach photocopies of any certificates held)**

- CPR and First Aid
- Health and Safety
- Mandated Child Abuse Training Certificate
- Food Handlers Permit
- EMSA Nutrition Class Certificate
- Healthy School Act Training Certificate

List your teaching experience with the most recent school first:

School Name	Position	Dates

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

E. Personal Accommodations

These questions are asked so we do not place you in a position that we cannot accommodate or could cause harm to you. They will be discussed further in a personal interview.

Please mark all that apply:

- I am still in school and need flexibility
- I need a Criminal Record Exemption or have an Exemption
- I am unable to lift 50 lbs
- I have a disability physical or mental that needs special accommodations. (example: anxiety, depression, hearing loss, dyslexia)

Please list and explain accommodations needed: _____

- I am unable to complete immunization requirements (TB, Whooping Cough, Measles, flu shot).

Please list why: _____

F. Personal Philosophy

1. On a separate paper, please type your viewpoints on the following questions, providing a one-to-two-paragraph answer for each question:

- Why do you wish to serve in a Christian program?
- What are the main characteristics that distinguish a Christian program from a secular program?
- What areas in your professional life do you feel are your strengths? What areas are you working to improve?
- Please summarize any additional information that you would like to present regarding your candidacy for this position.

G. Employment History

Please start with your current or most recent employer and work backward for the past *ten* years. If necessary, use a separate paper and follow the same format for additional positions.

1. Position _____ Dates of employment _____

Employer _____ Address _____

Supervisor's name and phone number _____

Reason for leaving _____

2. Position _____ Dates of employment _____

Employer _____ Address _____

Supervisor's name and phone number _____

Reason for leaving _____

3. Position _____ Dates of employment _____
 Employer _____ Address _____
 Supervisor's name and phone number _____
 Reason for leaving _____

H. Professional References

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

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

Name and complete address	Phone	Position

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

Name and complete address	Phone	Position

I would NOT like my current Employer to be contacted.

I. Applicant's Certification and Agreement

I understand that StoneBridge Christian Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, belief or disability.

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment, and 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 on the application, supporting documents, or interviews may prevent me from being hired or, if hired, may subject me to immediate dismissal regardless of when or how it was discovered. 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 StoneBridge Christian Academy to thoroughly interview the primary references that 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 my former employers and any other references 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, all other 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, DOJ and Child Abuse Index Clearance and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditional until the school has received the 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 I am responsible for the fees associated with fingerprinting.

I understand that I have the right to leave a sections blank on this application. I release all information asked and given to better make accommodations and placement of staff at StoneBridge Christian Academy. I volunteer information given on this application.

I understand I am required to have a proof of TB within two years, Whooping cough shot, measles shot, and flu shot each year. All shots are at the applicant's expense.

I understand that this application for employment is valid for no more than 120 days. After that time, I must resubmit an application in order to be considered for positions at this school.

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

I understand that failure to complete any portion of this application or to sign this application will result in rejection of my application.

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

Applicant signature

Date

