



SHALOM CHRISTIAN ACADEMY

SUPPORT STAFF APPLICATION - Part I Shalom Christian Academy

Your interest in **Shalom Christian Academy** is appreciated. We invite you to fill out this initial application and return it to our school office. Although not required, you may attach a resume. We may 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, 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: _____

Position for which you are applying: _____

Application date: ____/____/____ Date available: ____/____/____

Present Address _____

Phone: Days (____) _____ Evenings (____) _____ Email _____

Best time to call you? _____ Soc. Sec. No. _____

How long have you lived at the above address? _____

Permanent Address and Phone number if different than present address

B. CHRISTIAN BACKGROUND

Statement of Faith

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

_____ I fully support the Statement as written without reservations.

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

Church Affiliation

Denominational preference? _____

What is your current local church affiliation? _____

Briefly describe one significant experience in your spiritual life.

C. PROFESSIONAL QUALIFICATIONS

*** Please attach photocopies of all your postsecondary transcripts.**

Formal Training

What degree or degrees do you hold?

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

Your Major(s)

Your Minor(s)

D. 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.

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 _____

4. Employer _____
Address _____

Position _____ Dates of Employment _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

5. Employer _____
Address _____

Position _____ Dates of Employment _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

E. PERSONAL REFERENCES

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

Reference Give two or 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 two or three references who are qualified to speak of your professional training and experience.

| Name/Complete Address | Phone | Position | School |
|-----------------------|-------|----------|--------|
|-----------------------|-------|----------|--------|

1. _____

2. _____

3. _____

Would you prefer that we not contact any of these references at this time? If so, please explain. _____

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position with **Shalom Christian Academy**. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals which 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 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 the **Shalom Christian Academy**, 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 **Shalom Christian Academy**.

I agree that a photocopy or facsimile copy 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

Christian Role Model for Teachers, Staff and Board

1. Your duties will involve those responsibilities related to this special ministry to which you have been called - the training of the child in the Christian Faith and practices. In a very real sense, therefore, the Board expects that you can verify that you feel a sure call from God to serve in this ministry, and that you will strive at all times to understand, appreciate, love and serve the pupils entrusted to you, and that you will, to the best of your ability, provide for their fullest spiritual, intellectual, physical, and emotional development.
2. The teacher affirms that, as part of the qualification for this ministry, he/she is a "Born-Again" Christian who knows the Lord Jesus Christ as Savior and Lord.
3. As a servant of Jesus Christ, you will actively support and attend a local, Bible-believing, Christ-honoring Church that does not oppose the statement of Faith of Shalom Christian Academy.
4. The teacher willingly and supportively honors and follows the leadership of the school administration and board. This includes being prompt and timely with assignments, being faithful about all required attendance and work hour obligations, and accepting a proportionate amount of supervisory responsibility outside of the regular classroom assignments.
5. The teacher agrees to be supportive of all school rules and abide by them willingly and enforce and support those rules among the student body at all times.
6. The teacher will support by teaching as well as a living example the highest Christian virtues and personal character, serving as a Christian role model (I Tim. 4:12) both in and out of school to pupils (Luke 6:40), parents, and fellow faculty members alike.

This includes, on a professional level, demonstrating these Christian virtues in areas of fair judgment, personal dignity and respect, and Christ-like attitudes and action. On the personal level this includes, but is not limited to, a lifestyle that includes modesty in dress, holiness in non school activities, and refraining from such activities as the inappropriate use of alcohol, or possession of tobacco or illicit drugs, participating in any occult activity and the use of vulgar or profane language (Col. 3:17; Eph 4:29; Titus 2:7-8; I Thess. 2:10; 2 Cor 11:13-15; I Thess. 5:18, 22-23; James 3:17-18).

7. The Scripture dictates standards of sexual behavior. Any illicit promiscuity - in or out of school, homosexuality, or other deviant sexual behavior is sin and as such violates the occupational requirement of being a Christian role model (Romans 12:1-2; I Cor 6:9-20; Eph 4:1-11, 5:3-5)
8. The teacher is an example of God's high standard for marriages, families, and child rearing. He/she agrees to follow the Biblical commands to show kindness, compassion, love, and faithfulness to spouses and children. He/she further agrees to abide by Shalom's policy regarding marriage, divorce and remarriages. In summary, the teacher understands that the wholesomeness, or lack thereof, of his/her own family relationships is a direct reflection on that teacher's effectiveness as a Christian role model.
9. The teacher agrees that the Bible commands that we are to make every effort to live at peace and to resolve disputes with each other in private or within the Christian community in conformity with the Biblical teachings in I Cor. 6:1-8, Matt 5:23-24, and Matt 18: 15-20. This command includes all relationships among the staff, between staff and students, and between staff and parents, as well as our relationships within the community outside of Shalom.