



TEACHING APPLICATION: PART I

This form should be completed and submitted with a copy of your unofficial transcripts. Please email these to VCS Human Resources (dstieg@vcs.net) and the associated campus contact.

Elem: gguven@vcs.net JH: bclemons@vcs.net HS: lsamuelson@vcs.net

How did you learn about the opening?		
Application Date:		Date Available:
Full Name:		
Home Address:		
City:	State:	Zip:
Home Phone:		Cell Phone:
Email:		

I. Position Desired

- Full time
- Part time – indicate schedule preference:
- Substitute

Please indicate 1, 2, 3 choice. Then, indicate the grade or subject preference.

() Elementary	
() Junior High	
() High School	
() Conservatory	
() Athletics	

Educational Background

Education History (include Bible education, and in-process degrees)

Institution	Degree Level (B.A., B.S., (include minors) Masters, Doctorate)	Degree Area	Area of Focus (if relevant)	Date Received	GPA

Teaching Certification (include in-process certifications)

Institution Issuing Certification	Certification Level	Endorsement (if relevant)	Date Received	Renewal Date

Courses in Christian Philosophy of Education (include in-process coursework)

Institution	Course	Description (if relevant)	Unit Total	Date Completed



Subject Matter Expert:

List educational background or professional experience that qualifies you to teach your subject preference. If limited formal training, will you be willing to pursue additional formal education in this field?

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Special Abilities:

List activities or sports that you are qualified to direct or sponsor and explain qualifications

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Biblical Integration:

How does your faith and Biblical worldviews relate to your preferred subject matter?

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What areas do you feel are your: Strengths? Weaknesses?

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Technology Skills:

List your experience level with iPads, Microsoft Outlook, Google docs, learning management systems, presentation and word processing tools, etc. and your preferred platforms (PC or Apple)

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

II. Writing Samples

Include in your emailed application the following documents:

- I. Briefly share your typed Christian testimony
- II. A typed copy of your personal Christian Philosophy of Education

III. Spiritual Life

Church Involvement	
Where do you regularly attend:	For how many years:
How do you define "regular" attendance?	
How are you involved at your church?	
Describe your routine of personal Bible study and prayer.	
What books have you read that have helped you spiritually? Have you read any in the last year?	

IV. VCS Philosophy of Christian Education

Please carefully read the [VCS Philosophy of Christian Education](#), including our statement of faith, and indicate below your degree of support:

I fully support the Statement as written without reservation and I am ready to discuss it if interviewed.

Signature: _____

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.

Signature: _____

V. Personal Philosophy

Answer each of the following questions with a short paragraph:

- A. Why do you want to teach at a Christian school and what are the main characteristics that distinguish a Christian school from a public school?
- B. VCS defines quality education as, "accepting learners—mentally, spiritually, physically, and academically—as God created them. It means teaching students at their individual level of understanding and providing instruction at a pace at which they can succeed to their highest potential." Reflect on how that definition would impact how you approach teaching and the classroom environment.
- C. Do you have any curriculum/textbook knowledge and preferences (i.e. Bob Jones, Common Core, Saxon Math, etc)?
- D. What is your definition of 21st century education? What role do you feel that classroom management and academic punishments play in today's classroom?
- E. (Optional) Please summarize any additional information that you would like to present regarding your candidacy for this position.



VI. Personal References

Please do not list family members or relatives for references.

Give three references who are qualified to speak about you as a Christian role model. List your current cleric/pastor first.

Name	Relationship	Phone	Email

VII. Professional References

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

Name	Relationship	Phone	Email

VIII. Applicant's Certification and Agreement

Initial next to each section and sign below.

- I understand that Valley Christian Schools does not discriminate in its employment practices against any person because 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 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 Valley Christian Schools to thoroughly investigate references, work records, evaluations, education, social media (such as Facebook) and other matters related to my suitability for employment.
- I consent to and authorize references and my former employers and co-workers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my employment, without giving me prior notice of such disclosure.
- In addition, I hereby release Valley Christian Schools, my former employers, co-workers, 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 Valley Christian Schools.
- 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 recording as many sets of my fingerprints as are necessary for such an investigation. I authorize Valley Christian Schools to conduct an investigative consumer report.
- I understand that this is only an application for employment and that no employment contract is being offered at this time. Should an offer of employment be made, I hereby certify that I am able to provide documentation that verifies my eligibility to work in the United States.
- I certify that I have carefully read, understand and agree to the above statements.

Applicant's Name (Print): _____ Signature: _____ Date _____

IX. Personal Information

Have you ever been convicted of a crime? Yes No

(A conviction is not an automatic bar to employment. Each case will be considered on its merits. Do not include any arrests that did not result in a conviction. Do not include any convictions for which the record has been judicially ordered sealed, expunged or statutorily eradicated. Do not include any misdemeanor conviction for which probation has been successfully completed and the case has been judicially dismissed under Penal Code Section 1203.4. Do not include any arrest for which a pretrial diversion program has been successfully completed under Penal Code Sections 1000.5 and 1001.5.

Do not include a conviction for the use of marijuana if that conviction was more than two years ago.)

If yes, please explain and state the charge, the court, the date and the disposition of the case:

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If yes, was the crime a felony or misdemeanor? Felony Misdemeanor

If yes, did you serve any time in jail or prison? Yes No

If yes, please state when, where and how long:

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Are you currently out on bail or on personal recognizance pending trial? Yes No

If yes, please explain and give dates:

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Have you ever been dismissed, resigned to avoid being dismissed, or been asked to resign from a position?

Yes No

If yes, explain. Use the reverse side if necessary.



Have you ever been charged in **civil** or **criminal** proceedings with improprieties regarding children?

Yes No

If yes, indicate the nature of suit, offense, date, court, and disposition.

Have you ever been convicted or charged of any offense involving dishonesty, breach of trust, stealing, any type of moral impropriety, or any type of felony

Yes No

If yes, indicate the nature of offense, date, court, and disposition.

Essential Job Functions

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodations?

If no, describe the functions that cannot be performed. Is there anything that the school can do to reasonably accommodate your needs so that you would be qualified to perform the duties and responsibilities of this position?

(Note: We comply with the Americans with Disabilities Act and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and skill and agility tests.)