

Village Christian Academy

Teacher Application

Committed to God, Committed to Excellence

Your interest in Village Christian Academy is appreciated. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which you may qualify, we will notify and ask you to send your placement file to our office. We will 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, 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 (____) _____

Cell Phone: (____) _____ Email: _____

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

How long have you lived at the above address? _____

B. PERSONAL INFORMATION

Being a Christian role model in all aspects of life is a major requirement for this position. The Bible is our standard for marriage and sexual conduct. It is a *bona fide* occupational requirement for staff to live by those standards. Please indicate your current marital status.

Single: _____ Engaged: _____ Married: _____ Separated: _____

Divorced: _____ Remarried: _____ Widow(er): _____

Spouse's Name: _____ Years Married: _____

Spouse's occupation: _____

Village Christian Academy

Teacher Application

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C. POSITION DESIRED

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

() Kindergarten _____

() Elementary _____

() Junior High _____

() High School _____

() Other _____

Full Time: _____

Part Time: _____

Substitute: _____

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

Special Abilities

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

C. CHRISTIAN BACKGROUND

On 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: _____

Doctrinal Statement

Village Christian Academy

Teacher Application

Committed to God, Committed to Excellence

The Essentials of Faith taught at VCA are consistent with good evangelical theology and are important points of unity with believers of other eras and cultures. The Distinctives are consistent with the teaching of Village Baptist Church and are in no way at odds with any of the Essentials of Faith. All have clear, frequent biblical support.

The Essentials of Faith taught at VCA are consistent with good evangelical theology and are important

Essentials of Faith

1. We believe the Old and New Testaments to be inerrant in their original writings, and were 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.
2. We believe there is one God, who is infinitely perfect, existing eternally in three Persons: Father, Son, and Holy Spirit.
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.
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 the judgment.
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.
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.
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.
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.
9. We believe in the personal, imminent return of Jesus Christ to establish His kingdom of righteousness and peace.
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.

Village Christian Academy

Teacher Application

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Distinctives

1. 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.
2. We believe the mission of the Church is to go into all the world as a witness, preaching the gospel to all nations, and to live a holy life, consistent with our lord's example and teaching.
3. We believe in the eternal security and everlasting blessedness of the saved and the eternal conscious punishment of the lost.
4. We believe in the premillennial return of Jesus Christ to rapture His bride, the Church, and that He will bring judgments on the earth before His kingdom reign begins.

Statement of Faith

After carefully reading our Statement of Faith, indicate below your degree of support.

_____ I fully support the statement as written without mental reservations.

_____ 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.

_____ I agree that while I am a teacher at Village Christian Academy, I will not teach, directly or indirectly, any belief or doctrine inconsistent with Village Baptist Church's Statement of Faith, even though I may disagree or have not yet formed opinions or convictions for any items contained in the Statement of Faith.

Signature: _____

What is your local church affiliation: _____

Are you presently a member in good standing: _____ Years: _____

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? _____

If yes, what would be your subject preference? _____

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 and placed in your personnel file.**

Village Christian Academy

Teacher Application

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Formal Training

What degree or degrees do you hold:

Degree:

Date Received:

Issuing Institution:

Your Major(s): _____

Your Minor(s): _____

Cumulative Grade Point Average: BA: _____ Graduate Work: _____

Teaching Experience

Sequentially list your teaching experience with most recent first:

School's Name:

Grades or Subjects:

Dates:

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

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

Teaching Credentials

Village Christian Academy

Teacher Application

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Do you have an ACSI Teaching Certificate? _____

What level? _____ Remains valid for _____ years.

Do you have a State teaching certificate? _____ 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 Preparation

***Please realize all employees are required to take the Christian Philosophy of Education course. This course is offered at the beginning of each school year during New Teacher Orientation.**

*** 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 or have you attended any conferences or seminars, which you have led or participated in recently? _____

Give Details: _____

Personal Conduct

(IF YOU ANSWER "YES" TO ANY OF THE QUESTIONS IN THIS SECTION, PLEASE ATTACH A SEPARATE SHEET INDICATING THE NATURE OF THE SUIT, OFFENSE, DATE, COURT, AND DISPOSITION OR OTHER APPROPRIATE EXPLANATION.)

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer or if you offered a resignation, your previous employer?

Yes: _____ No: _____

Village Christian Academy

Teacher Application

Committed to God, Committed to Excellence

Have you ever been reprimanded, disciplined, discharged, or asked to resign from a prior position?

Yes: _____ No: _____

Have you ever resigned from a prior position without being asked, but under circumstances involving your employer's investigation of sexual harassment or contact with another person, of mishandling of funds, or of criminal conduct?

Yes: _____ No: _____

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

Yes: _____ No: _____

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

Yes: _____ No: _____

Have you ever entered a court plea of guilty, a court plea of "no contest" (*nolo contendere*), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any criminal offense other than a minor traffic offense?

Yes: _____ No: _____

Personal Interests

Please indicate memberships, offices, and honors obtained in:

High School: _____

College: _____

Currently: _____

List your hobbies and personal interests: _____

F. EMPLOYMENT HISTORY **Please submit an up to date resume' along with this application*****

Job Qualifications

Village Christian Academy

Teacher Application

Committed to God, Committed to Excellence

You have read the job description and essential functions for this position. Is there any reason why you might be unable to perform the duties and responsibilities of the position for which you are applying?

Yes: _____ No: _____ (If yes, please explain)

G. CURRENT ISSUES

We live in a pluralistic society with many conflicting beliefs and values. As a teacher you students may ask you specific questions about controversial issues. Your answers will come from your personal convictions. We need to know the views of those that would be Christian role models for our children. Please share your personal convictions as a Christian toward:

Wine, beer, and other alcoholic beverages:

Smoking and chewing tobacco:

Marijuana and other illicit drug usage:

Entertainment (music/dancing/movies/television):

Premarital sex:

Village Christian Academy

Teacher Application

Committed to God, Committed to Excellence

Divorce and remarriage:

Abortion:

Homosexuality:

Gossip/Lying:

IF YOU HAVE A PERSONAL TESTIMONY REGARDING ANY OF THE ABOVE ITEMS YOU WOULD LIKE TO SHARE, PLEASE USE THE REVERSE SIDE.

H. ADDITIONAL ESSAY QUESTIONS

ON SEPARATE PAPER, PLEASE LABEL AND SUCCINCTLY ANSWER IN ONE OR TWO PARAGRAPHS EACH OF THE QUESTIONS BELOW.

a. You have read our Statement of Faith. Do you strongly hold any doctrines that are *not* on that statement? [e.g. instrumental music should not be a part of a worship service, you should not eat pork, etc.] If yes, please list and describe.

Village Christian Academy

Teacher Application

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b. Frequently Christian schools enroll children from more than one evangelical denomination. How would you handle a child's question if you knew that it was theologically controversial and the family's church held to a different viewpoint than your own?

c. How well do you feel that you get along with your peers?

d. Have you ever led a child or youth to Christ?

e. If married, how does your spouse feel about your teaching in a Christian school?

I. PERSONAL REFERENCES

References

Give two references that are qualified to speak of your spiritual Christian service. (Do not list family members) List your current pastor first.

Name/Complete Address	Phone	Position
1. _____ _____		
2. _____ _____		

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

Name/Complete Address	Phone	Position	School
1. _____ _____			
2. _____ _____			

J. APPLICANT'S CERTIFICATION AND AGREEMENT

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

Village Christian Academy

Teacher Application

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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 **Village Christian Academy** to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals that 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 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 **Village Christian Academy** will conduct a criminal background check through the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing any information necessary for such an investigation, and specifically authorize the school to conduct such a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or 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 employment has neither been offered nor accepted.

I understand that this application is for the School Year _____ and that should I become employed at **Village Christian Academy**, such employment is terminable at the will of either myself or the school.

I understand that I have an ongoing obligation to keep information in this application current, and that I must notify the school of any *material* changes throughout the school year.

I have read the job description of the position for which I am applying and understand that I must maintain the standards described therein.

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

Signature of Applicant

Date

Village Christian Academy

Teacher Application

Committed to God, Committed to Excellence

Background Check Authorization and Release Form

I _____ authorize Village Christian Academy to run my background check. This will include criminal history and other information that may be required.

Applicant Information

First Name: _____ Middle Name: _____

Last Name: _____

Prior/Maiden Name: _____

Date of Birth: _____

Social Security Number: _____

Current Phone Number: _____

Current Address: _____

Names and Ages of VCA Children/Grandchildren _____

Signature: _____ Date: _____